

ISLEHAM PARISH COUNCIL

Clerk: Interim Clerk Mrs Jeanette Borderick, 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

Monday 5th August 2019

AT THE BEECHES

Those Present; Cllr D Beckett, Cllr Mrs V Bruyneel-Smith (VBS), Cllr A Dennis (AD); Cllr C Elmer (CE); Cllr Mrs J Malkin (JM); Cllr R Mitchell (BM); Cllr C Patterson; Cllr Mrs G Preece (GP); Cllr R Radcliffe (RR)

Members: 11

Quorum: 4

Clerk: Richard Liddington (RL)

Parishioners: 7 County Councillor 1 Mark Goldsack. District Councillor 1-Julia Huffer.

19-20/67	APOLOGIES FOR ABSENCE LGA 1972s95	Action
	Cllr M Caffarelli Cllr P Wilkes	
19-20/68	DECLARATION OF INTEREST	
(a)	RL declared an interest in agenda item 83a	
(b)	CP declared an interest in agenda item 79a	
19-20/69	OPEN FORUM FOR PUBLIC PARTICIPATION (15mins)	
(a)	Mr B Challis questioned the position regarding the proposed USAF plaque see 19-20/71(b) below	
(b)	Mrs L Clarke expressed her dissatisfaction at the Parish Councils response to her previously raised issue of a letter published in the Isleham Informer. This matter is to be reconsidered as an 'excluded matter' at the September meeting.	Clerk
19-20/70	TO APPROVE MINUTES OF MEETING HELD	
	Proposed BW Seconded JM	Clerk
		UNANIMOUS
19-20/71	MATTERS ARISING / CLERKS REPORT (also see appendix 1)	
(a)	VE Day celebration CP questioned whether the Parish Council should take a lead role in organising a commemoration of the 75 th anniversary of VE day in 2020. It was agreed that we would liaise with other local groups to see what intentions they may have and whether there is interest in holding a joint event.	Clerk
(b)	USAF Plaque We have received a quote of £1597 for the potential supply and installation of a memorial plaque in St Andrew's Church. Due to the size of this quote contact is to be made with RAF Mildenhall to see what contribution they may be willing to make.	Clerk
	7.33pm VBS arrived	
19-20/72	COUNTY & DISTRICT COUNCILLORS REPORT & BUSINESS	
(a)	County Councillors. Cllr Goldsack reported: - The completion of identified 'grips' being cut into grass verges. DB questioned whether other areas of the village might also benefit from grips being cut. - Initial dialogue has begun with both Isleham CE Primary School and CCC	

	<p>Education Department over the potential need to either extend the existing school or build a new primary school in the village.</p> <ul style="list-style-type: none"> - Hare Coursing remains a problem in the county. Residents are encouraged to report any such sittings directly to the police via a 999 call - Despite rumours to the contrary assurance has been given by the police that officer numbers in Cambridgeshire will shortly be at an all-time high. - CCC have decided not to support a car free day in Cambridge. This is largely due to the limited public transport into the city from rural areas such as Isleham. - He has been in regular contact with a number of residents seeking help in accessing relevant health care packages. 	
(b)	<p>District Councillors Report. Cllr Huffer reported that:</p> <ul style="list-style-type: none"> - Anti-fly tipping measures are resulting in an increasing number of prosecutions. - A local programme to support dementia sufferers is on offer. This is to be made available to Isleham residents via facebook and The Isleham Informer. 	JH GP
19-20/73	PLANNING MATTERS	
(a)	Planning Applications:	
	<p>19/00366/FUL Amendment: revised design, plans and elevations for plot 2. Construction of 3 no. dwellings, parking, garaging, access road and associated site works. Plot 2 Site North West of 72 West St Isleham. The Executors of Joan Reed No Objection.</p>	Clerk
	<p>19/00877/FUL Proposed five bedroom house and detached garage, parking, access and associated site works. Plot 2 Site North West of 72 West Street Isleham. Mr & Mrs Geech. Objection – as per our initial objection to 19/00366, specifically the over development of the site and the impact on surrounding properties.</p>	Clerk
	<p>19/00978/FUL Two storey and single storey rear extensions along with demolition of existing single garage and erection of double carport (revised proposals following approval 17/00607/FUL 70 West Street Isleham Mr & Mrs Dick No Objection</p>	Clerk
	<p>19/01030/FUL Construction of 4 bedroom detached dwelling with new vehicular access and associated works. Land adjacent to 58 West St Isleham. Mr D Clarke. No Objection</p>	Clerk
(b)	Planning Approvals:	
	<p>19/00255/FUL. Proposal for a new double garage and workshop/store, with railings and access (sliding) gate. 53 Waterside, Isleham, CB7 5SH-Mr Millar.</p>	
	<p>19/00349/FUL Part change of use of land from residential for the operation of a dog grooming business. 31 Croft Rd Isleham.</p>	
	<p>19/00861/TRE Clear initially clear access routes through the vegetation by cutting to ground level, self-sets and low vegetation. Trees within Isleham Conservation Area</p>	
(c)	Planning Refusals:	
	<p>19/00481/FUL Proposed 4no. Four bed bungalows (phased development) Site South East of 22 Little London, Isleham Mr & Mrs P Clarke</p>	
(d)	Other Planning Matters:	
	<p>Neighbourhood Plan Councillors considered the demanding nature of producing a Neighbourhood Plan and whether it would be good idea to extend the clerks hours to embrace a coordinators role. It was agreed that the clerk would undertake some initial work on the plan and report back to the council on the number of likely hours to be required each month.</p>	Clerk
19-20/74	POLICE MATTERS	
	Nil matters	
19-20/75	PLAYAREA & SKATEPARK MATTERS	
	Mr Wilding reported 4 recent incidences of human waste being excreted on the	Clerk GP

	recreation field. Matter to be made public via Informer and Facebook	
19-20/76	RECREATION GROUND MATTERS	
(a)	Paramotoring. It was felt that the request to use the recreation field as a lunch / landing site was not in line with the Council Policy of no motorised sport on the rec. It was therefore proposed by RR and seconded by DB to decline the request. <p style="text-align: right;">UNANIMOUS</p>	Clerk
(b)	Request for use of the recreation ground A request by the Environmental Agency to use the recreation ground as 'break out' space' during a conference at The Beeches on the 17 th September was approved, subject to the EA being aware of and not restricting public access.	Clerk
(c)	ISRC Meeting Update Details of the recent meeting were shared. In line with EUYFC request it was proposed by GP and seconded by DB to employ Colin Stebbards to reduce the height of the perimeter hedge in line with the adjacent chain link fencing. <p style="text-align: right;">UNANIMOUS</p>	Clerk
(d)	Beeches Entertainers. A request for free storage in the tractor shed was considered. It was proposed by DB and seconded by RR that the existing charges should remain in place. It was also noted that all renters should be reminded of the need to ensure they have contents insurance in place. <p style="text-align: right;">Carried</p>	Clerk
(e)	Trees DB expressed concern at the wilting state of many of the new trees, despite the additional watering that is already in place. Matter to be taken up with Greenwood Tree Surgery.	DB
(f)	Mr Wilding expressed ongoing problems with: <ul style="list-style-type: none"> - Sports equipment being left on the recreation field - MUGA tennis nets not being replaced - Drug paraphernalia being found on the recreation field. All concerned were once again advised to report all such matters to the police. 	Clerk
19-20/77	CEMETERY & CHURCHYARD MATTERS	
	Requests for Exclusive Right of Burial. It was proposed by DB and seconded by JM to approve the request for an ERB <p style="text-align: right;">UNANIMOUS</p>	Clerk
19-20/78	ICA REPORT/THE BEECHES	
	Fish and Chip Van Issues surrounding the potential charge for the weekly visit to The Beeches car park by a local fish and chip van were discussed. It was proposed by DB and seconded by AD to ensure a written agreement is in place and that a peppercorn rent of £1 pa, (payable to The Beeches) is in place. <p style="text-align: right;">CARRIED</p>	Clerk
19-20/79	MONTHLY FINANCIAL MATTERS	
(a)	Pay Accounts August 2019 – see appendix 2 It was proposed by BM and seconded by VBS to approve the August Pay Accounts <p style="text-align: right;">UNANIMOUS</p>	JB RR / CP / GP
(b)	To Approve Bank Reconciliation for June 2019 It was noted that the Petty Cash account is now closed. It was proposed by DB and seconded by BM to approve the bank reconciliations <p style="text-align: right;">UNANIMOUS</p>	
(c)	Dunstall Grant Application Consideration was given to an application for a grant. It was agreed that information relating to the proposed career route of the applicant would be sought.	Clerk

(d)	Magpas. A written request for a financial donation to MAGPAS was discussed. It was agreed that charitable donations be discussed by the Finance working party as part of their budget setting process.	JB
19-20/80	HIGHWAYS/FOOTPATH MATTERS	
(a)	Maintenance of Street Lighting It was proposed by DB and seconded by CP to pursue a maintenance contract with Balfour Beaty at an annual cost of £24 UNANIMOUS	Clerk
(b)	Footpath Access & Signs JM reported that there was an identified need for - street signs for three local footpaths: Buggs Alley, Ship Aclair and Chair Drove - 'slow down' signs to be installed on the 's' bend on Little London	JM and JB
(c)	Priory Parking Feedback was given from the recent site visit by the highways working party. Required action includes - The development of the existing mound - The installation of a village information board & bollards adjacent to the footpath (advice to be sought from ECDC conservation officer) - Pot holes to be filled It was agreed to draw up a costed schedule of works and bring to the earliest possible Parish Meeting	JM RL
(d)	Coates Drove JM expressed a desire to re install the hedgerow on Coates Drove. It was noted that free hedgerow has already been gained from The Woodland Trust but that a lot of ground preparation would be required. It was agreed to discuss our proposals with the farmers responsible for the adjacent fields.	DB JM
19-20/81	PARISH COUNCIL POLICY UPDATES AND REVIEW	
(a)	Office PC GP proposed and JM seconded the need to upgrade the office PC to Windows 10 at an approx. cost of £100 CARRIED	CP
(b)	Young Persons Strategy Questionnaire It was agreed to make the above questionnaire available to the public via the Isleham News Facebook page	Clerk
(c)	Working Party representation Cllr Dennis is to join the Highways Working Party	
19-20/82	CORRESPONDENCE/MATTERS FOR INFORMATION ONLY	
(a)	Limestone Close Grass Cutting Ongoing concerns raised by a resident have been relayed to Truelink	
(b)	Sunica Consultations RR provided an update to the consultation process. As some of the proposed sites are within the immediate IPC vicinity it was agreed to contact the other local parishes to see if we can be included in future meetings with Sunica.	Clerk RR
(c)	RR read out letters of appreciation to the Parish Council from: - Richard Liddington in relation to his recent secondment - Penny Bowers in relation to the closure of her business	
19-20/83	ALLOTMENT MATTERS	
(a)	Working Party Report Key issues from the recent allotment working party visit to the 3 Trees site were discussed. It was agreed to write to all the relevant parties informing them of the	Clerk

	expectation that by November 2019, 70% of each allotment must be used for traditional allotment purposes and that failure to do so, will result in the non-renewal of their agreements and the possible charge for returning their sites / reinstatement of removed fencing	
(b)	Correspondence A letter of concern from J Reynolds regarding allotment use was discussed, much of which had already been above. It was proposed by RR and seconded by DB to commission Ray Sheldrick to cut the grass on the remaining (non-let) parts of the site.	Clerk
(c)	Chicken Request Approval was given to a request from R. Liddington to house chickens on Plot 20 of the 3 Trees allotment. Approval is given subject to the standard expectations	
(d)	Fencing request Approval was given to a request from S Ambler to the installation of a (recycled) picket fence around plot number 16 Dunstall allotment.	Clerk
19-20/84	ORCHARD MATTERS	
	Nil matters	
19-20/85	WASH MATTERS	
	Nil matter	
19-20/86	MOTION TO EXCLUDE THE PUBLIC AND PRESS	
	The meeting was closed to the press and public at 9.59pm	
	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).	
	The meeting was reopened to the press and public at 10.13pm	
19-20/87	DATE OF NEXT MEETINGS	
	Parish Council meeting –	
	- Monday 2 nd September 2019	
	- Monday 7 th October 2019	
	Interim planning meeting (tbc)	
	- Monday 19 th August	
	- Monday 16 th September	
19-20/88	AGENDA ITEMS FOR NEXT MEETING	
	Locking of Beeches Car Park	
	L Clarke Complaint	
	<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>	
	The meeting closed at 10.15pm	

Appendix 1 August Actions

Agenda No	Action Point	Responsible	Comments on Progress
69b	Mrs Clarke complaint on Sept agenda	Clerk	Added 6.8.19
70	Publish July mins	Clerk / CP	Sent to CP 6.8.19
71a	Contact local organisations re VE day	Clerk	Email sent 12.8.19
71b	Contact USAF re plaque subsidy	Clerk	Emailed request for financial support 12.8.19
72b	Publish dementia article in Informer	GP	
73a	Complete and return planning responses	Clerk	Completed 6.8.19
73d	Undertake work and record hours spent on Local Plan	Clerk	ongoing
75	Facebook / Informer article on recreation ground issues	Clerk GP	Posted 12.8.19
76a	Respond to paramotoring request	Clerk	Response emailed 12.8.19
76b	Respond to request from EA re use of rec	Clerk	Completed 6.8.19
76c	Contact Colin Stebbards re cutting hedges	Clerk	Requested by TW 12.8.19
76d	Respond to Beeches entertainers	Clerk	Response emailed 12.8.19
76e	Liaise with Greenwood trees re watering	DB	
76f	Liaise with sports clubs and MUGA users re-equipment and nets	Clerk	S Newman texted 12.8.19
77	Complete burial paperwork and issue ERB certificate	Clerk	ERB issued 12.8.19
78	Establish agreement and liaise with Beeches re fish & chip van	Clerk	Draft agreement made 19.8.19
79a	Complete Pay accounts payments	JB	Completed
79c	Follow up Dunstall application	Clerk	Agreement issued 12.8.19
79d	Finance working party meeting	JB	Agenda item
80a	Complete Balfour Beatty contract	Clerk	Emailed to confirm contract 12.8.19
80b	Order footpaths signs	JM and JB	Emailed JM and JB to suggest they do this between themselves
80c	Plan and cost Priory car park work incl liaise with conservation officer	JM and RL	Met with JM 7.8.19 12.8.19 Dialogue with conservation officer 13.8.19 Email to planning department and requests for contractors site visit 19.8.19 & 27.8.19 No show from Greenwoods
80d	Contact local farmers re hedgerows	DB and JM	
81a	Purchase and install windows 10	CP	
81b	Post questionnaire on website	Clerk	Posted 12.8.19
82b	Contact other councils re Sunica consultations	Clerk RR	Request emailed 7.8.19
83a	Contact residents re 3 trees plots	Clerk	Letters hand delivered 12.8.19
83b	Commission RS re cutting 3 trees site	Clerk	Requested on 12.8.19
83b	Response to J Reynolds email	Clerk	Response emailed 12.8.19
83d	Contact S Ambler re picket fencing	Clerk	Response emailed 12.8.19
Other actions			
i	Campervan H476 DKH illegally parked overnight on wash		Reported to police ref 2628Aug
ii	New Dunstall allotment plot		Allocated 101 and invoiced
iii	Beeches Car park		Locked / unlocked
iv	Station Rd speed sign		Ongoing adjustments required
v	Draft mins of Aug mtg		Emailed to councillors 12.8.19
vi	tractor shed storage		Scouts and gala contacted re used space
vii	MUGA letting		Possible Football Fun Factory letting
viii	Cemetery rates		Completed rateable evaluation

Appendix 2

ISLEHAM PARISH COUNCIL

Clerk: Mrs Jeanette Borderick The Beeches, Mill Street, Isleham, Ely, Cambridgeshire, CB7 5RY

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Pay Accounts 5th August 2019

Cheque No	Payee	Item	Net	Vat	Total	Power
Payments made since last meeting						
BACS	Staff Salaries	July 2019	£1,881.02	£0.00	£1,881.02	LGA 1972 s112
Direct Debit	Bank Statement					
	Lloyds Bank multipay card	Monthly fee	£3.00	£0.00	£3.00	LGA 1972 ss50
		Fuel	£17.59	£3.52	£21.11	Open spaces act 1906 ss9 & 10LGA 1972 s214
		Fuel	£17.74	£3.55	£21.29	Open spaces act 1906 ss9 & 10LGA 1972 s214
					Statement total £45.40	
Direct Debit	Welplan	Pensions	£0.00	£0.00	£0.00	LGA 1972 s12
Direct Debit	PWLB-taken 28th June	Loan	£15,995.34	£0.00	£15,995.34	LGA 1972ss50 LGA 2003 s1 p2
Payments for authorisation at tonight's meeting						
126PB000080	HMRC	Tax & NI- July/Month 4	£63.72	£0.00	£63.72	LGA 1972 s112
INV-0772	Greenwood Tree Surgery	Watering of trees 21/28 June	£150.00	£30.00	£180.00	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
SBO01100586	Veolia	Cemetery bin	£59.68	£11.94	£71.62	Local Authorities Cemetery Orders 1977 & 1986
14928	R Palmer & Sons	Replace mower blades	£28.80	£5.76	£34.56	Open Spaces Act 1906ss9 & 10
T10854	Truelink Ltd	Grass cutting	£77.70	£15.54	£93.24	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
Contribution	L Alderson-Isleham Gala	Road traffic cones	£100.00	£0.00	£100.00	LGA1972 s139
805	Clarke Farms	Diesel	£226.29	£45.26	£271.55	Open Spaces Act 1906ss9 & 10
100413	G & J Peck Ltd	Boots & petrol Can	£54.98	£6.00	£60.98	Open Spaces Act 1906ss9 & 10

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12806	JD Glass Ltd	Replacement Glass-The Beeches	£29.89	£5.98	£35.87	LG Misc Provisions Act 1976 s 19 (d)
73695	Barnwell Electrical Company	Replacement cabinet lock-MUGA	£59.50	£11.90	£71.40	LG Misc Provisions Act 1976 s 19 (d)
482	CSP Services.Co.Uk	Isleham-village.co.uk. Registration of domain name and webspace for 22/08/19 to 21/08/21. 2 Years.	£65.00	£0.00	£65.00	LG Mic Provisions Act 1976 s 19 (d)
751	Jane Sheldrick	Prepare salaries July 2019	£20.75	£4.15	£24.90	LGA 1972 s112
	Tim Wilding	Petrol to and from JD Glass	£12.60	£0.00	£12.60	LG Misc Provisions Act 1976 s 19 (d)
INV-0787	Greenwood Tree Surgery	Watering of trees 5th July	£75.00	£15.00	£90.00	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
INV-0799	Greenwood Tree Surgery	Watering of trees 12th July	£75.00	£15.00	£90.00	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
4908	ICE	MUGA electricity May-July	£14.85	£2.97	£17.82	LGA 1972 s50
4950	ICE	ICE- Disposable gloves for T wilding purchased from Bookers	£2.99	£0.60	£3.59	LG Misc Provisions Act 1976 s 19 (d)

£19,031.4

4 £177.17

£19,208.61