

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 6th November 2023

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

Members of the public: 12 inc Cllr Huffer (ECDC)

Quorum: 4

Clerk: Helen Dunn

		Action
23-24/134	APOLOGIES FOR ABSENCE LGA 1972s95 Cllr R Radcliffe, Cllr M Goldsack	
23-24/135	DECLARATION OF INTEREST Nil Matters	
23-24/136	OPEN FORUM FOR PUBLIC PARTICIPATION (15mins)	
(a)	Introduction from Nathan Beckett, new Manager of The Beeches	
(b)	Concern was raised over a large hedge in Beck Road that is obstructing visibility and causing danger to neighbours trying to leave their property. Entire hedge needs to be removed and the path reinstated. The hedge is located outside the property's boundary. Contact property owners and Local Highways	Clerk
(c)	Several local farmers attended to raise concerns regarding the width of the proposed pinch point on Pound Lane. CC offered to bring forward this matter, agenda item 23-24/147a, to consider it as early in the meeting as possible.	
23-24/137	TO APPROVE MINUTES OF MEETING HELD: Monday 2nd October 2023	
	It was proposed by DB and seconded by MC to approve the above minutes UNANIMOUS	
23-24/138	MATTERS ARISING / CLERKS REPORT	
(a)	Memorial Benches ownership and location To thank the Carrington family for their donation of the memorial bench DB informed Council of the Beeches plans to extend the Café Patio. In light of this, a location for the Aspland bench was agreed in front of the Parish Office, near the café entrance with a good view of the cricket pitch, in accordance with the family's wishes. Family to be notified and instruction given to place bench. This was proposed by DB and seconded by PW. UNANIMOUS	RFO Clerk / TW
(b)	Isleham Parish Council / Village website revamp Two quotes were considered, however it was agreed that this is to be readdressed at the next Finance meeting	RFO
(c)	Football Parking Further concerns have been expressed by several residents regarding roadside parking outside the recreation ground during football meetings. It was agreed that IYFC would be asked to continue to place cones and remind parents to park within the car park whenever possible, while plans and quotes for extending The Beeches rear car park area would be pursued. This issue is also to be added to the agenda for the Community Safety Forum.	Clerk Clerk
(d)	Waste and Skip Storage Station Road Obtain an update from the Environment Agency	Clerk

(e)	Freckenham Neighbourhood Plan Consultation period To be circulated among Councillors and any concerns or comments to be sent to the Clerk for submission on the Consultation response form.	Clerk
(f)	War Memorial It was noted that Ivy Rutterford will be stepping down after 30+ years of tending to the War Memorial. Council will explore the best way to acknowledge her service and seek future volunteers.	Clerk
(g)	Honours and Awards It was agreed to explore the national honours and awards system, as well as consider the Freedom of the Parish award.	Clerk
(h)	Armistice Day Proposal by WG to decorate the Priory green is approved. RR to lay wreath on Remembrance Sunday on behalf of the IPC	Clerk
23-24/139	COUNTY & DISTRICT COUNCILLORS REPORT & BUSINESS	
(a)	County Councillors Report (MG) Report read out by chairman and nil matters arising from the content.	
(b)	District Councillors Report (JH / KP) Discussion regarding planning application 23/00451/FUL Prickwillow Road and the responses from the planning officer to the concerns of the IPC. Reassured that the planning officer is working closely with the applicant to tidy up the site. It was proposed by DB and seconded by AB that ECDC do not call it in, but rather request soft landscaping between the road and the development and that agricultural status is placed upon the site.	JH
23-24/140	PLANNING MATTERS	
(a)	Planning Applications:	
	23/00996/FUL. Boundary fence – retrospective 7 Beech Close, Mrs Geraldine Roberts Objections include: The full-height fence to the side of the property obscures the view from the adjacent property and generally has an intrusive impact on the street scene. There is a covenant on all properties in Beech Close that no fence may be erected in front of the building line without the consent of the Planning Authority.	Clerk
	23/01060/TRE. T1 Whitebeam - Reduce in height by removing 3 meters to prevent damage to neighbouring roof G2 Group of Boundary Trees (3x Cypress and 1x Yew) - Reduce in height by 3 meters to maintain in their current location 7 Church Street, Hindmarsh No Objections	Clerk
	23/01105/VAR To Vary Condition 1 (Approved Plans) of previously approved 20/01602/RMA for reserved matters of appearance, landscaping and layout of previously approved 18/00467/OUT Wayside Farm Fordham Road No Objections	Clerk
	23/01133/CLP. Erection of new pedestrian and vehicular entrance gates 9 Dockings Lane, Mr & Mrs Lee No objections	Clerk
(b)	Planning Approvals	
	23/01005/FUL. Single storey side extension and associated works (Retrospective) 15 Church Lane. Mr & Mrs King	
	23/01025/TRE G1 Lilac trees - Crown lift to 3m on highway boundary side and pollard to no less than 3m in height	

	G2 Holly trees - Crown lift to 3m on neighbour's side of boundary and pollard to no less than 5m in height G3 Laurel - Viburnum trees - Crown lift to 3m on neighbour's side of boundary, pollard to no less than 3m in height and remove deadwood 26 Pound Lane	
	23/01019/TRE T1 Beech - Cut back spread on house side above conservatory by approximately 3 - 3.5m. Raise to clear roof by approximately 1.5m, taper into remainder of canopy to shape T2 Ash - Cut back above conservatory by approximately 2.5m T4 Eucalyptus – Fell 1 Mill Street	
	23/00296/FUL Change of Use from agricultural to equestrian use with associated outbuildings (tractor store, stables, field shelter) and associated works (Retrospective) Land Adj Larkhall Farm 38 Prickwillow Road Mr & Mrs S Mutton	
	23/00938/FUL Side extension and internal alterations 6 Bowers Lane Mr & Mrs Place	
	23/01060/TRE T1 Whitebeam - Reduce in height by removing 3 meters from the height and prune to clear the building by 1.5m to prevent damage to neighbouring roof G2 Group of Boundary Trees (3x Cypress and 1x Yew) - Reduce in height by 3 meters to maintain in their current location 7 Church Street	
(c)	Planning Refusals	
	Nil Matters	
(d)	Other Planning Matters	
	Resident correspondence regarding undeveloped site on Hall Barn Road was noted. Councillor Huffer was consulted and agreed to look at the site and ask the Planning Department for advice.	JH
23-24/141	POLICE MATTERS	
(a)	Crime Data August 23 6 crimes: Anti-social behaviour 2 Violence and sexual offences 2 Burglary 1 All other crime 1	
(b)	Isleham Community Safety Forum Agenda suggestions include Football parking, Nitrous Oxide abuse, E-Scooters, Maltings Lane parking, safety at the Coop and surrounding houses, potholes.	Clerk
23-24/142	PLAY AREA & SKATEPARK	
(a)	Nitrous oxide canister found – noted, see above.	
23-24/143	RECREATION GROUND MATTERS	
(a)	Agronomy quotes and soil testing (AN) Meeting to be held on Friday and will report findings.	AN
(b)	Boundary Hedge It was noted that John Allen has trimmed both sides of the hedge. The old fence was left in situ. The Blackthorns will be removed soon.	DB
(c)	Tractor Shed Pest Control It was noted that Command Pest Control will issue new contract/reports as requested and invoice separately.	
(d)	Car Park bollard lights and Beeches Garden lights	

	More clarity required from Barnwell Electricals. Once this is obtained then it was proposed by GP and seconded by CE to settle the invoice. UNANIMOUS	Clerk
(e)	Crown lift and shape trees in the car park Quote approved from Nick Sharp: To improve the view of the Beeches from the road all the trees will require a small amount of crown lifting Crown lift four lime (tillia) to around 6 foot in pedestrian areas and next to road Crown lift two silver birch Remove epicormic growth from large lime tree next to zip line in play park Lightly shape and lift one crab apple next to Beeches Remove all waste created by work described £400 Proposed by DB and seconded by AD UNANIMOUS	Clerk
(f)	Gifted Land from Bloor Homes It was proposed by DB and seconded by VBS to accept the land from Bloor Homes subject to the land being stone picked, fence repaired and weed treatment applied both now and once again in the spring. UNANIMOUS	Clerk
23-24/144	CEMETERY & CHURCHYARD MATTERS	
(a)	Burials and Inscriptions – KT, DR, GR, JH and TN All proposed by PW, seconded by GP	Clerk
(b)	Cemetery Wall and re-hanging gates Quote approved from Wayne Knappett: Remove foliage from damaged wall and repair chalk clunch walling. Repair brickwork to gate hinges. Supply all materials needed. All waste removed. £950 Proposed by MC and seconded by DB	Clerk
23-24/145	ICA REPORT/THE BEECHES	
(a)	Trustee Report (MT) Welcomed Nathan Beckett and Donna Woodcock as new management at The Beeches.	
(b)	Meter Operator Contract Update (CC) Letter of Authority for our broker has been signed. We await recommendations.	
(c)	Fire Escape Doors from Main Hall To explore grants and funding for a full replacement of fire escape doors.	Clerk
(d)	Heating Update (MC) To explore grants and funding to replace hot water cylinder, replace gas boilers and consider alternative eco-friendly heating by heat pump.	Clerk
(e)	Christmas Tree approval DB proposed the purchase and installation of the village Christmas tree. UNANIMOUS	Clerk
(f)	Roof Leaks and Gutter repairs Obtain full report from Anglia Profiles to check the current condition of The Beeches roof and identify the cause of leaks. Check paperwork from original build to check original specification and responsibility for compliance and supervision. Appoint Structural Engineer to advise about cracks in structure. Explore Community Centre grants	Clerk DB/CE Clerk Clerk

(g)	<p>Invoice approval External locks x 2 -Amount TBC Electrical cupboard lock- £83.88 Extractor Fan - £513 It was proposed by MC and seconded by AD to approve the above invoices as Landlord responsibility</p> <p style="text-align: right;">UNANIMOUS</p>	MC/RFO
23-24/146	MONTHLY FINANCIAL MATTERS	
(a)	<p>Pay Accounts November 2023 It was proposed by CC and seconded by PW to approve the above accounts</p> <p style="text-align: right;">UNANIMOUS</p>	RFO
(b)	<p>To Approve Bank Reconciliation for September 2023 It was proposed by PW and seconded by AD to approve the above accounts</p> <p style="text-align: right;">UNANIMOUS</p>	RFO
(c)	<p>Invoice from C Winters It was agreed to contact CW and request more detailed invoice and quotes for future work</p>	RFO
23-24/147	HIGHWAYS/FOOTPATH MATTERS	
(a)	<p>LHI Pound Lane/Prickwillow Road Traffic Calming proposal Several local farmers were in attendance and objected to the width of the proposed pinch point, with concerns that their large agricultural vehicles such as combine harvesters would not readily be able to pass through. They request a width of at least 4.5meters to accommodate the track of their widest machines. JH noted that it can take a long time to negotiate these details and that the pinch point in Fordham is proving to be quite dangerous. It was proposed by DB and seconded by MC to reject this proposal and request a public meeting between the LHI team and council members, with the farmers present, to negotiate the details of the design.</p>	Clerk
(b)	<p>20mph zone LHI application update : It was noted that our application had not been granted</p>	
(c)	<p>Orchard area – overgrown footpath Quote approved from Nick Sharp: Footpath around community orchards leading from station rd up towards the allotments Clear telephone wires opposite 5a and 5b. Crown lift and cut back trees Dispose of waste created by work described £400 Proposed by GP and seconded by MC</p> <p style="text-align: right;">UNANIMOUS</p>	Clerk
(d)	<p>Nature Reserve footpath Clarify when the sugar beet will be lifted and the new path ready to use by the public</p>	Clerk/ DB
(e)	<p>VAS Speed monitors New VAS cameras to be installed throughout w/c 13/11. AD to purchase brackets. TW to install. AN to manage software and produce reports</p>	AD/AN
23-24/148	PARISH COUNCIL POLICY UPDATES AND REVIEW	
	Nil matters	
23-24/149	CORRESPONDENCE/MATTERS FOR INFORMATION ONLY	
(a)	<p>Malting Lane safety and rewilding request Apply for Zebra Crossing from Highways to improve safety outside the school Environment working party to contact Headteacher to request volunteers with</p>	Clerk

	projects around the village	AN
(b)	The East Cambridgeshire Growth and Infrastructure Fund To investigate further, check criteria and initiate an application, mindful of deadline.	Clerk
(c)	East Cambs Community Fund grant To investigate further, check criteria and initiate an application, mindful of deadline.	Clerk
(d)	The Department for Culture, Media and Sport (DCMS) has recently made a series of announcements related to youth services. Noted	
23-24/150	ALLOTMENT MATTERS	
(a)	Allotment Fees and invoicing Deadline given to tenants as 31 st October, with invoices to follow Arrange working party	RFO Clerk
23-24/151	ORCHARD MATTERS	
(a)	Fencing/gate or fold down bollard proposals It was proposed by DB and seconded by MC to purchase 4 x yellow Magpole fold down bollards and padlocks to secure the Orchard area at approximate cost of £200	Clerk
23-24/152	WASH & ENVIRONMENT MATTERS	
(a)	The Pound improvements Councillors and volunteers to improve this area themselves It was proposed by AB and seconded by PW to spend £100 on bulbs for various areas around the village including The Pound and Limestone Close. <p style="text-align: right;">UNANIMOUS</p>	AB
(b)	Financial proposal for Finance/Budget meeting - noted	
(c)	Wash Gateway It was proposed by MC and seconded by AB for authority to be delegated to the Finance Working Party to agree costs for the Wash Gateway options. Further costs for sleepers to be obtained prior to the meeting.	AB
(d)	Arrange a planting date for the new hedging It was decided to ask for volunteers from the village to help with planting, including contacting the school.	AN
23-24/153	EXCLUDED MATTERS 9.42pm Meeting closed to the press and public 10.32pm Meeting reopened	
23-24/154	DATE OF NEXT MEETINGS	
	Working Party Meetings	
	Monday 4 th December	
	Monday 8 th January	
23-24/155	AGENDA ITEMS FOR NEXT / FUTURE MEETING	

Signed Clerk

Signed Chair

Appendix 1 November Action

Agenda	Action Point	Responsible
	Complete and distribute draft mins	Clerk
	Forward Oct mins for posting	Clerk

136b	Contact property owners on Beck Road and highways regarding hedge	Clerk
138a	Contact Carrington family regarding bench donation	RFO
138a	Contact Aspland family and arrange installation on bench	Clerk/TW
138b	Check finances available for website revamp	RFO
138c	Check quotes for expanding car park	Clerk
138c	Add football parking to agenda for Safety Forum	Clerk
138d	Obtain update from Environment Agency regarding skips on Station Road	Clerk
138e	Circulate Freckenham Neighbourhood Plan to Councillors	Clerk
138f	Add War Memorial to Finance agenda	RFO
138g	Explore Kings Award system and Freedom of the Parish	Clerk
138h	Authorise WG t5o decorate Priory for Armistice Day	Clerk
139b	Respond regarding application 23/00451/FUL	JH
140a	Submit planning responses	Clerk
141b	Compile agenda for Safety Forum	Clerk
143a	Agronomy quotes	AN
143b	Oversee Boundary Hedge Blackthorn removal	DB
143d	Clarify electrical invoice	Clerk
143e	Commission tree work at The Beeches	Clerk
143f	Accept the gifted land from Bloor Homes with conditions attached	Clerk
144a	Complete all outstanding burial paperwork	Clerk
144b	Commission brick work at Old Cemetery	Clerk
145c	Explore grants and funding for fire escape doors	Clerk
145d	Explore grants and funding for Community Centre heating	Clerk
145e	Purchase and install Christmas tree	Clerk
145f	Obtain full report from Anglia Profiles regarding roof	Clerk
145f	Check paperwork from The Beeches original build	DB
145f	Consult Structural Engineer	Clerk
145f	Explore Community Centre grants	Clerk
145g	Pay Landlord invoices for The Beeches	RFO/MC
146a	Complete pay accounts	RFO
146b	Complete bank rec	RFO
146c	Obtain more details from CW regarding his invoice	RFO

147a	Arrange meeting between LHI/IPC/Farmers	Clerk
147c	Commission tree work leading up to The Orchard area	Clerk
147d	Clarify when new Nature Reserve footpath will be accessible	Clerk
147e	Install new VAS cameras	AD/AN
149a	Apply for Zebra crossing on Maltings Lane	Clerk
149a	Request school volunteers for environment work around the village	AN
149b/c	Look further in to current available funds	Clerk
150a	Issue invoices for Allotments	RFO
150a	Organise Allotment working party	Clerk
151a	Purchase fold down bollards and padlocks	Clerk
152a	Volunteers to work on The Pound garden	AB
152a	£100 to be spent on bulbs	AB
152c	To prepare sleeper costs for the Wash Gateway ready for the Finance meeting	AB
152d	To request volunteers from the school to help plant new hedge	AN
	Other and Ongoing	
	Exploring Log Tunnel replacement/repair for playground	
035a	Organise and complete identified work at The Beeches: <ul style="list-style-type: none"> - Block paving - Cracks - Service hatch - Wood stain 	Clerk/TW
035a	Organise and complete identified work at The Beeches <ul style="list-style-type: none"> - Stain fencing - Reposition post box - Window clean - Wash patio 	ICA
251	Established ownership of parcel of verge on Church Lane	
99d	Order no dog sign	Clerk
99e	ICE net request	Clerk
101b	Clarify Changing room responsibilities	JH / Fin WP
116c	Discuss Isleham/Soham cycle route/path	AB/MG
120a	Repair rope swing	Clerk/ TW
122b	Investigate using burial plots over 100 years old	Clerk
122b	Contact residents near Cemetery to establish boundary	Clerk

125e	Explore making speed reduction permanent – Beck Road	Clerk
130a	Contact residents regarding over grown areas	Clerk / PW