

# 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 8<sup>th</sup> January 2024

Those Present; 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), Cllr P Wilkes (PW) and Chaired by Cllr R Radcliffe (RR).

Members of the public: 10 inc Cllr J Huffer (ECDC)

Quorum: 4

Clerk: Helen Dunn

|           |  | Action             |
|-----------|--|--------------------|
| 23-24/178 | <b>APOLOGIES FOR ABSENCE LGA 1972s95</b><br>DB, Cllr M Goldsack  |                    |
| 23-24/179 | <b>DECLARATION OF INTEREST</b><br>None   |                    |
|           | <b>19.18 VBS arrived</b>   |                    |
| 23-24/180 | <b>OPEN FORUM FOR PUBLIC PARTICIPATION (15mins)</b>  |                    |
| (a)       | Street lighting was requested for Beck Road, near to The Ark Church. Clerk to request from CCC.  | Clerk              |
| (b)       | It was requested again for the hedge at No. 53 Beck Road to be removed as causing danger to surrounding neighbours. Clerk to follow up with CCC.   | Clerk              |
| (c)       | It was requested for the dumped tubing to be removed from Beck Road, near The Ark Church. Clerk to contact ECDC for rubbish removal.   | Clerk              |
| (d)       | Isleham Entertainers and Gala Committee expressed frustration that the Tractor shed storage they hire out is being used by other parties as storage and obstructing their use of the space. Item covered later in 23-24/186(e).  |                    |
| (e)       | Member of the public attended to thank the Council for their part in objecting to the proposed Mill street development and for observing the agreed Neighbourhood Plan.  |                    |
| (d)       | Member of the public expressed concern that the potholes in the village are not being repaired promptly or properly. It was agreed that the Clerk writes to CCC to highlight this.   | Clerk              |
| 23-24/181 | <b>TO APPROVE MINUTES OF MEETINGS HELD: Monday 4<sup>th</sup> December 2023</b><br>It was proposed by AB and seconded by MC to approve the above minutes<br>UNANIMOUS  |                    |
| 23-24/182 | <b>MATTERS ARISING / CLERK'S REPORT</b>  |                    |
| (a)       | <b>Bloor Homes Gifted Land Update</b><br>The update on the land being prepared for transfer from Bloor Homes to IPC was noted. Following a request from Bloor Homes for legal representation details (in order to complete the transfer of land), it was agreed to contact ECDC to request they act on behalf of IPC.  | Clerk              |
| (b)       | <b>Funding and Grants</b><br>Working Party meeting date set as Tuesday 16 <sup>th</sup> January at 14.30   | Clerk              |
| (c)       | <b>Church Lane Parking</b><br>Inconsiderate parking with increased vehicles was noted along the Church Lane. It was agreed to write to the letting agency of the house in question with multiple vehicles, to highlight this issue as a nuisance to the local residents and for causing danger and obstruction along the single track road.<br>Several cars parked on IPC owned grassy area on Coates Drove, at bottom of Church Lane, was noted by Councillors, and concern expressed at the condition this was | Clerk<br><br>Clerk |

|           |   |                                    |
|-----------|---|------------------------------------|
|           | leaving the grass in. It was agreed to place notices from IPC on each vehicle in question instructing owners to remove cars.  |                                    |
| (d)       | <p>Priory Parking</p> <p>Comments from a resident near the Priory were considered by Council. Although Council wish to assist the resident with his concerns, a problem has not been identified or proven. Unless parking at The Priory becomes a problem, or large commercial vehicles are regularly noted outside the resident's property, the Council feel there is no issue to solve. The Councillors appreciate the resident using the Priory parking spaces, thus keeping access to the car park clear.</p>   | <b>Clerk</b>                       |
| (e)       | <p>Planning application for new Staploe Medical Centre to be submitted in the new year</p> <p>Dr Howard elaborated on plans for the new Medical Centre in Soham and said they hope for the development to be ready by 2026. He was asked to clarify where the Eastern Gateway was and the access to the new development. It was explained that similar services would be offered but on a larger, more reliable scale, and meeting the increasing demand. He was asked what the main benefit would be to Isleham residents, to which he answered that the list would be able to remain open to new patients within Isleham. AB noted that safer road, path, cycle routes needed to be addressed for residents travelling from Isleham to Soham.</p> |                                    |
| 23-24/183 | <b>COUNTY &amp; DISTRICT COUNCILLORS REPORT &amp; BUSINESS</b>  |                                    |
| (a)       | <p>County Councillors Report (MG)</p> <p>The submitted report was noted by Council.</p> <p>It was agreed to contact Cllr Goldsack regarding potholes as in Item 23-24/180(d)</p>  |                                    |
| (b)       | <p>District Councillors Report (JH / KP)</p> <p>Nil Matters</p>   |                                    |
| 23-24/184 | <b>MONTHLY FINANCIAL MATTERS</b>  |                                    |
| (a)       | <p>Pay Accounts January 2023</p> <p>It was proposed by PW and seconded by VBS to approve payment to C Winters for his work on the unused allotments. However, it was agreed that future work should be detailed in a contract and hours/pay agreed ahead of time by the Allotment Working Party.</p> <p>It was proposed by CC and seconded by VBS to approve the above accounts</p> <p style="text-align: right;">UNANIMOUS</p>   | <b>RFO/Clerk</b><br><br><b>RFO</b> |
| (b)       | <p>To Approve Bank Reconciliation for November 2023</p> <p>It was proposed by GP and seconded by VBS to approve the above bank reconciliations</p> <p style="text-align: right;">UNANIMOUS</p>  | <b>RFO</b>                         |
| (c)       | <p>Precept proposal (RFO)</p> <p>It was proposed by GP and seconded by CC to approve the precept for the next financial year as £120,314.</p> <p style="text-align: right;">UNANIMOUS</p>   | <b>RFO</b>                         |
| (d)       | <p>Increase of Credit Card limit</p> <p>It was proposed by RR and seconded by PW to increase the credit card limit from £500 to £2000</p> <p style="text-align: right;">UNANIMOUS</p>   | <b>RFO</b>                         |
| (e)       | <p>Dunstall Grant application – Owen Jones</p> <p>It was proposed by PW and seconded by CC to approve payment of the grant application to Owen Jones for the amount of £379.99</p>  | <b>RFO/Clerk</b>                   |
| 23-24/185 | <b>ICA REPORT/THE BEECHES</b>   |                                    |
| (a)       | <p>Trustee Report (MT)</p> <p>Nil Matters.</p> <p>Next meeting 13<sup>th</sup> January</p>  |                                    |
| (b)       | <p>Hot Water Tank (MC)</p> <p>New tank from Combustion Heating Services is installed and operating.</p>   |                                    |
| (c)       | <p>Insurance Renewal and claim (AD)</p>   |                                    |

|           |  |              |
|-----------|--|--------------|
|           | Increased premium of £358 to cover roof solar panel and batteries, which adds £100k to cover.  | <b>RFO</b>   |
| (d)       | Roof/gutters report (MC)<br>Roof survey has been circulated among Councillors. Loss Adjuster from Insurance Company visiting on 9 <sup>th</sup> January.   |              |
|           | 20.20 Cllr Huffer arrived  |              |
| (e)       | Exterior Fire Escape doors quotes<br>Several companies had been approached and two quoted.<br>It was proposed by PW and seconded by MC to commission Doortech at a cost of 14,996.00 plus VAT.   | <b>Clerk</b> |
| 23-24/186 | <b>RECREATION GROUND, PLAY AREA &amp; SKATEPARK MATTERS</b>  |              |
| (a)       | Isleham Cricket Club<br>It was noted a Recreation Ground Committee meeting was overdue and agreed this can be arranged for March   | <b>Clerk</b> |
| (b)       | Tender for Rec Ground cutting update<br>Current tender applications were noted and more still expected. Outstanding queries to be responded to imminently.   | <b>MC/RR</b> |
| (c)       | Rotten Tree stump in play area<br>One quote was noted, but a further two quotes required.<br>It was proposed by MC and seconded by PW to approve the work based on the best price from 3 quotes.   | <b>Clerk</b> |
|           | UNANIMOUS  |              |
| (d)       | Wicksteed inspection reminder – February<br>It was approved to commission the routine playground inspection at a cost of £132  | <b>Clerk</b> |
| (e)       | Tractor shed<br>Council apologised to the Beeches Entertainers and Gala Committee for the misuse of the Tractor Shed storage and agreed to create access procedures to avoid this happening again.   | <b>Clerk</b> |
| (f)       | Command Pest Control<br>Council were updated on current pest control activity and it was agreed to ensure that Command Pest Control made regular visits to manage this.  | <b>Clerk</b> |
| (g)       | Installation cost for Aspland Bench<br>It was proposed by RR and seconded by CC to approve installation costs for the Aspland Bench to a maximum limit of £300.  | <b>Clerk</b> |
| (h)       | MUGA plans<br>Development plans for the MUGA area and access to the new Bloor Homes land were presented.<br>AN noted that there are bird nests in the hedge section that would need removing, so timing was paramount.<br>It was proposed by PW and seconded by MC to approve the plans in principle and obtain quotes ready for the February meeting. | <b>Clerk</b> |
|           | UNANIMOUS  |              |
| 23-24/187 | <b>ALLOTMENT AND ORCHARD MATTERS</b>   |              |
| (a)       | Chain and lock replaced<br>Noted   |              |
| 23-24/188 | <b>ENVIRONMENT &amp; THE WASH MATTERS</b>  |              |
| (a)       | Planting update (AN)<br>Planting in the village has been successful, working alongside the Primary School children. Considering more joint projects with the school children.  |              |
| (b)       | Wash Gateway (AB)<br>Nick Sharp will look for hard wood chippings that are safe for animals and can be used as temporary fix for the entrance to the Wash.<br>Awaiting update from Environment Agency for longer term solution.  |              |
| (c)       | Over grown boundaries  |              |

# 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 8<sup>th</sup> January 2024

Those Present; 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), Cllr P Wilkes (PW) and Chaired by Cllr R Radcliffe (RR).

Members of the public: 10 inc Cllr J Huffer (ECDC)

Quorum: 4

Clerk: Helen Dunn

|           |  |       |
|-----------|--|-------|
|           | It was proposed by AN and seconded by VBS to commission Nick Sharp at £250 to remove Ivy along the boundary in question on The Causeway.<br><br>UNANIMOUS  | Clerk |
| 23-24/189 | <b>CEMETERY &amp; BURIAL MATTERS</b>   |       |
| (a)       | Burials – KS<br>Proposed by PW and seconded by GP  | Clerk |
| (b)       | Inscriptions approved by Cemetery WP- G&PA<br>Proposed by VBS and seconded by PW   | Clerk |
| (c)       | Old Cemetery gates<br>It was proposed by CE and seconded by MC to commission Palmers of Fordham to replace gate hinges at a cost of £215 plus VAT<br><br>UNANIMOUS   | Clerk |
| 23-24/190 | <b>PLANNING MATTERS</b>  |       |
|           | <b>Planning Applications</b>   |       |
| (a)       | 23/01084/FUL Single storey building for physio treatment room and gym. Solar PV panels to south facing roof of bungalow<br>2 Houghtons Lane, Mr T Froud<br>No Objection  | Clerk |
| (b)       | 23/01267/FUL Installation of roller shutter to side elevation display window<br>The Co-operative Food 2 West Street<br>No Objection  | Clerk |
| (c)       | 23/01326/FUL Replacement dwelling - revised scheme of previously refused<br>22/00837/FUL<br>25 The Pits, Mr I Walker<br>Objections include:<br>No residential amenity (no garden). Over development. Over bearing. Not in line with Neighbourhood Plan (pg9) which requires a soft transition between rural fields and housing.      | Clerk |
| (d)       | 23/01309/FUL Construction of timber steps and decking (retrospective), log store and mesh fence with timber poles.<br>River View Marina 26A Prickwillow Road, Mr Edward Baptist<br>Objections include:<br>Detracts from rural views. Detriment to an unspoilt rural area outside of the village.                                     | Clerk |
|           | <b>Planning Approvals</b>  |       |
| (e)       | 23/01169/LBC Replacement timber windows and doors to side and rear, secondary glazing to front windows, repair of front door and windows, repairs to rear roof, removal of various attachments, replacement of cement render with lime render, repair front boundary wall and reinstatement of chimney<br>17-19 The Causeway - Noted |       |

|           |   |                |
|-----------|---|----------------|
| (f)       | 23/00989/FUL - Single storey rear extension and exterior alterations to the front elevation<br>2 Houghtons Lane - Noted   |                |
| (g)       | 23/01282/TRE T1 Sycamore - Prune to clear building by 1.5-2m<br>7 Church Street - Noted   |                |
|           | <b>Plannings Refusals</b>   |                |
| (h)       | 23/00305/FUL - Proposed 3 bed chalet dwelling, outbuildings and associated works<br>22 Mill Street - Noted  |                |
|           | <b>Other Planning Matters</b>   |                |
| (i)       | 23/01357/CLP To cover the lawful development of the installation of a heat pump at the right rear of the property (which is in addition to an existing air condition unit already installed at the property)<br>14 Church Lane, Mr Peter Bishop<br>No comment required. - Noted   |                |
| (j)       | Pound Lane Development<br>It was agreed to invite the Planning Agents to meet with Councillors to discuss future development and highlight the Neighbourhood Plan to them.  | Clerk          |
| 23-24/191 | <b>HIGHWAYS/FOOTPATH MATTERS</b>  |                |
| (a)       | LHI Pound Lane/Prickwillow Road Traffic Calming proposal and Fordham Road update<br>No update from LHI was received so will be address in February meeting  |                |
| (b)       | Application for 20mph zone through Isleham update<br>No update from LHI was received so will be address in February meeting   |                |
| (c)       | Speed watch update (AN)<br>Top speed of 103mph was recorded on Pound Lane.<br>AN to email data to all Councillors   | AN             |
| (d)       | Beck Road/ Station Road speed camera replacement (AN)<br>It was decided to contact CCC to request replacement speed cameras for Beck Road/Station Road  | Clerk          |
| (e)       | Disposal of 3 redundant speed cameras (AD)<br>It was proposed by CC and seconded by AN to approve the disposal of the redundant speed cameras   | AD             |
| (f)       | Bus/Walk/Cycle update from ECDC<br>RR and AB to look at giving feedback to the ECDC working party regarding this matter   | RR/AB          |
| (g)       | 24-198 East Fen Road, Isleham - Speed Limit Reduction 12/02/2024 to 12/08/2025<br>Noted<br>Farmers to be informed   | Clerk          |
| 23-24/192 | <b>POLICE MATTERS</b>   |                |
| (a)       | Crime Data October 23<br>Noted  |                |
| (b)       | Isleham Community Safety Forum<br>Councillors agreed that funding should be explored for CCTV in the COOP and Priory areas. Clerk to contact relevant parties and investigate funding opportunities<br>It was also agreed to look at creating a Youth Group for Isleham. Clerk to explore funding and connect relevant parties<br>It was proposed by CC and seconded by AD to agree the CSP action plan | Clerk<br>Clerk |
| 23-24/193 | <b>PARISH COUNCIL POLICY UPDATES AND REVIEW</b>   |                |
| (a)       | Policy review update and Set Policy meeting<br>Working Party meeting agreed as 29 <sup>th</sup> January   | Clerk          |
| 23-24/194 | <b>CORRESPONDENCE/MATTERS FOR INFORMATION ONLY</b>  |                |
|           | Nil Matters   |                |
| 23-24/195 | <b>EXCLUDED MATTERS</b><br>21.50 The meeting was closed to the press and public<br>22.01 Meeting reopened   |                |

|           |   |  |
|-----------|---|--|
| 23-24/196 | <b>DATE OF NEXT MEETINGS</b>  |  |
|           | Working Party Meetings: Funds and Grants 16 <sup>th</sup> January, Policy Review 29 <sup>th</sup> January |  |
|           | Monday 5 <sup>th</sup> February   |  |
|           | Monday 4 <sup>th</sup> March  |  |
| 23-24/197 | <b>AGENDA ITEMS FOR NEXT / FUTURE MEETING</b>   |  |

Signed ..... Date ..... Chairman

Signed ..... Date ..... Clerk

### January Actions

| Agenda     | Action Point  | Responsible |
|------------|---|-------------|
|            | Complete and distribute draft mins                            | Clerk       |
|            | Forward Dec mins for posting                                  | Clerk       |
| 23-24/180a | Request Beck Rd Street Lighting                               | Clerk       |
| 23-24/180b | Contact CCC re. Beck Rd Hedge                                 | Clerk       |
| 23-24/180c | Request ECDC rubbish collection                               | Clerk       |
| 23-24/180d | Contact Cllr Goldsack re. Potholes                            | Clerk       |
| 23-24/182a | Contact ECDC re legal representation for Bloor Homes transfer | Clerk       |
| 23-24/182b | Set up Funds and Grants WP meeting                            | Clerk       |
| 23-24/182c | Contact Letting agency  | Clerk       |
| 23-24/182c | Issue car notices   | Clerk       |
| 23-24/182d | Contact resident re Priory parking                            | Clerk       |
| 23-24/184a | Complete pay accounts   | RFO         |
| 23-24/184a | Create procedure/Contract for C Winters                       | RFO/Clerk   |
| 23-24/184b | Complete bank rec   | RFO         |
| 23-24/184c | Submit Precept request  | RFO         |
| 23-24/184d | Increase credit card limit                                    | RFO         |
| 23-24/184e | Completed Dunstall grant payment                              | RFO/ Clerk  |
| 23-24/185c | Recharge ICA for Insurance premium                            | RFO         |
| 23-24/185e | Commission Doortech   | Clerk       |
| 23-24/186a | Arrange Rec Ground meeting for March                          | Clerk       |

|              |  |               |
|--------------|--|---------------|
| 23-24/186b   | Respond to tender queries  | MC/RR         |
| 23-24/186c   | Obtain more quotes for stump removal and commission work               | Clerk         |
| 23-24/186d   | Commission playground inspection                                       | Clerk         |
| 23-24/186e   | Limit access and establish access procedure for Tractor Shed           | Clerk         |
| 23-24/186f   | Contact Command  | Clerk         |
| 23-24/186g   | Commission installation of Aspland bench                               | Clerk         |
| 23-24/186h   | Obtain quotes for MUGA work  | Clerk         |
| 23-24/189a/b | Complete all outstanding burial paperwork                              | Clerk         |
| 23-24/189c   | Commission Cemetery gate work  | Clerk         |
| 23-24/190    | Submit planning responses  | Clerk         |
| 23-24/190j   | Arrange meeting with Development Agency re Pound Lane                  | Clerk         |
| 23-24/191c   | Circulate speed data   | AN            |
| 23-24/191d   | Request replacement speed cameras                                      | Clerk         |
| 23-24/191f   | Provide feedback to ECDC WP  | RR/AB         |
| 23-24/191g   | Inform farmers of road closure   | Clerk         |
| 23-24/192b   | Explore CCTV funding   | Clerk         |
| 23-24/192b   | Explore Youth Group funding  | Clerk         |
|              | 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         |
|              | Acknowledge IR service and seek volunteers                             | Clerk         |
|              | Explore Kings Award system and Freedom of the Parish                   | Clerk         |
|              | Apply for Zebra crossing on Maltings Lane                              | Clerk         |
|              | Organise working party meetings  | Clerk         |
| 23-24/165a   | Repair Rope Swing  | TW            |
| 23-24/168h   | Add agenda item to next Rec Ground WP meeting to discuss future use of | Rec Ground WP |

|            |  |       |
|------------|--|-------|
|            | Bloor Home land  |       |
| 23-24/169f | Look further into demand and options for new route Isleham-Soham | AB    |
|            | Check Defib  | Clerk |



