

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

6th August 2018

AT THE BEECHES

Those Present; - Cllr Mrs V Bruyneel-Smith (VBS); Cllr Mrs J Malkin (JM); Cllr R Mitchell (BM); Cllr S Paveling (SP); Cllr Mrs G Preece (GP); Cllr Radcliffe (RR); Cllr B Turton (BT) Cllr Mrs P Wilkes (PW)

Members: 11

Quorum: 4

Clerk: Richard Liddington (RL)

Parishioners: 0

18-19/75	APOLOGIES FOR ABSENCE LGA 1972s95 Cllr Beckett, Cllr Caffarelli, Cllr Patterson	Action
18-19/76	DECLARATION OF INTEREST VBS 18-19/81(a)	
18-19/77	OPEN FORUM FOR PUBLIC PARTICIPATION (15mins) Nil	
18-19/78	TO APPROVE MINUTES OF MEETINGS HELD 2 nd July 2018 & 16 th July 2018	
(a)	It was proposed by BT and seconded by JM to approve the minutes of the meeting held on 2 nd July 2018 <p style="text-align: right;">UNANIMOUS</p>	
(b)	It was proposed by PW and seconded by GP to approve the minutes of the meeting held on 16 th July 2018 <p style="text-align: right;">UNANIMOUS</p>	
18-19/79	MATTERS ARISING / CLERKS REPORT (also see appendix 1)	
(a)	<u>Parish Clerk</u> RR announced that Mrs Jeanette Borderick had been interviewed and appointed to the post of temporary Parish Clerk (effective from 1.9.18) and that Richard Liddington's sabbatical will last until July 2019.	
(b)	<u>Informer Printing (CP)</u> Item deferred as CP not present.	
(c)	<u>Beeches Toilets (CP)</u> Item deferred as CP not present.	
(d)	<u>MUGA Security</u> It was proposed by BM and seconded by PW to authorise the installation of barbed wire on the MUGA up to a maximum cost of £400. It was also agreed that signage identifying the presence of the wire would be installed. <p style="text-align: right;">UNANIMOUS</p>	Clerk
(e)	<u>ECDC Planning Committee Meeting</u> It was noted that the recent meeting made the following decisions regarding three properties in Isleham: <ul style="list-style-type: none"> • 18/00363 – Land off Fordham (Bloor Homes) – Agreed to completion of section 106 highways assessment. • 18/00276/FUL - 26 Mill St – approved. • 18/00667/OUT - 45 East Fen Rd – approved. 	

(f)	<u>Cemetery Chalk Removal</u> It was noted that local funeral directors generally charge customers in the region of £100 for the removal of excess soil and chalk. It was agreed that the clerk would consider how such charges might be built into our existing burial charges.	Clerk
(g)	<u>Lucy Frazer Meeting</u> It was noted that this meeting has been rescheduled for Friday 12 th October @ 3.15pm.	
	7.40pm VBS arrived	
(h)	<u>Car Park & ISRC Meetings</u> It was reported that meetings of the above had both been held recently, with minutes of these meetings being circulated to councillors. The key points being: <ul style="list-style-type: none"> • The clerk is to pursue tenders for the resurfacing of identified parts of the car park up to a cost of £20k. • The use of the Beeches showers are to be charged directly by ICA with adjustments made to the amount charged for the use of the recreation field by IPC. 	Clerk
(i)	<u>Cemetery Wall</u> It was noted that no response has been received from any of the local contractors regarding repairs to the cemetery wall. It was agreed that three tenders be sought from other contractors.	Clerk
(j)	<u>Car Park Knee Rail</u> The clerk reported that the rails have been replaced free of charge by the original contractors but that we still await a response from Murfitts re repairing the sunken block paving.	Clerk
18-19/80	COUNTY & DISTRICT COUNCILLORS REPORT & BUSINESS	
(a)	County Councillor - Nil report.	
(b)	District Councillor - Nil report.	
18-19/81	PLANNING MATTERS	
(a)	Planning Applications: 18/00854/FUL Demolition of existing dwelling and erection of a replacement chalet bungalow and garaging. 7 Fen Bank Isleham. C Hunter esq No objection.	Clerk
	18/00933 Erection of 3 No dwellings. 53 Pound Lane Isleham. Mr Baxter Objection on the grounds: <ul style="list-style-type: none"> • Further erosion of the village boundary • Negative impact on aesthetics as you approach the village • Overdevelopment of the site • Highways safety • Not meeting current housing needs A request is to be made that this application is 'called in' for full consideration by ECDC planning committee.	Clerk
	18/00969/HEN Construction of a single storey extension. 115 The Causeway Isleham Mr & Mrs Smith No consultation required as within acceptable size limits.	
(b)	Planning Approvals: 18/00490/FUL One 23' diameter yurt tent. Change of use of wood clad cabin. Use Simon's field to increase pitch numbers on busy weekends. Karma Farms. Mr Taylor.	
	18/00688/FUL Proposed single storey side extension. 1 Dockings Lane Isleham. AJS Architecture.	
	18/00838/TPO Tree work at 22 Jubilee Close Isleham. Mr Lewis.	
	18/00857/FUL Proposed erection of 1 No private dwelling and associated works. 60	

	Beck Rd Isleham AJS architecture.	
(c)	Planning Refusals: Nil	
(d)	Other Planning Matters: 18/00276/FUL Replacement dwelling, annexe, revised access and triple car port. 26 Mill Street. Mr & Mrs Parr Correction to plans (for information only) and “Called in” to ECDC planning committee.	
	18/00363/OUM Outline planning permission with all matters reserved except for access for the erection of up to 125 dwellings, Land accessed between 2 and 4 Fordham Rd Isleham. Bloor Homes. “Called in” to ECDC planning committee.	
	18/00667/OUT Detached house and garage. 45 East Fen Rd Isleham Mr Cox. “Called in” to ECDC planning meeting.	
18-19/82	POLICE MATTERS Nil matters.	
18-19/83	PLAYAREA & SKATEPARK MATTERS Nil matters.	
18-19/84	RECREATION GROUND MATTERS Councillors considered a request to allow a professional firework display to be held on The Beeches (as part of a private function) on 28 th September. It was noted that as the current letting policy prohibits the use of fireworks this could not be allowed.	Clerk
18-19/85	CEMETERY & CHURCHYARD MATTERS Nil matters.	
18-19/86	ICA REPORT/THE BEECHES It was noted that the ICA AGM will take place on 23rd August at 7.15pm at The Beeches.	
18-19/87	MONTHLY FINANCIAL MATTERS	
(a)	Pay Accounts August 2018 – see appendix 2	
	It was proposed by PW and seconded by GP to approve the August 2018 pay accounts. <p style="text-align: right;">UNANIMOUS</p>	
	It was proposed by PW and seconded by BM that RR and CP would authorise the payments. <p style="text-align: right;">UNANIMOUS</p>	
(b)	To Approve Bank Reconciliation for June 2018	
	It was proposed by JM and seconded by BM to approve the bank reconciliation for June 2018. <p style="text-align: right;">UNANIMOUS</p>	
18-19/88	HIGHWAYS/FOOTPATH MATTERS	
(a)	<u>MVAS Data</u> Data from the two speed cameras for the period January 2018 – June 2018 were considered. It was noted that 57% of cars entering the village on Fordham Rd are driving above (and in some cases significantly above) the 30mph speed limit. It was agreed to : 1. Move this camera to the opposite side of Fordham Rd to measure the speed of vehicles as they leave the village. 2. Add this information to relevant planning applications 3. Publish headline data in the next edition of The Informer.	

(b)	<u>Temporary Traffic Order – East Fen Drove</u> No objection	Clerk
(c)	<u>Temporary Traffic Order – Hall Barn Rd / Temple Rd (15th – 19th Oct)</u> No objection	Clerk
18-19/89	PARISH COUNCIL POLICY UPDATES AND REVIEW	
	<u>Neighbourhood Plan</u> Consideration was given to the prepared statements which had been submitted by councillors. The following headings are still to be completed before a decision is made regarding whether to proceed with the plan and formally consulting with local residents: <ul style="list-style-type: none"> • Character & Design – RR • Residents Wellbeing – SP • Pedestrian Access & Public Rights of Way - JM • Car Parking - RR 	RR SP JM
18-19/90	CORRESPONDENCE/MATTERS FOR INFORMATION ONLY	
(a)	<u>Objection Letter</u> A letter from a local resident objecting to planning application 17/00222/FUL has been received. It was noted that IPC have already responded to this application	
(b)	<u>MAGPAS Appeal</u> It was agreed not to donate to MAGPAS this year but to identify a set amount of money under an identified ‘charity’ code when setting the budget for 2019-20	
(c)	<u>IHMC report</u> A copy of this report was circulated to councillors for their consideration	
(d)	<u>GDPR</u> Privacy notices were completed by SP, VBS, PW & BT All councillors present also approved the sharing of their email addresses with The Beeches (for the sharing of publicity material)	Clerk
(e)	<u>Invitation to ‘Eyes and Ears ‘ launch event</u> SP is to possibly attend	
(f)	<u>Local Plan</u> Guidance notes from ECDC re hearing meetings have been received	
(g)	<u>Remembrance Day Parade .</u> It was proposed by RR and seconded by BM to approve a request from St Andrew’s Church to close Pound Lane / Church St for the Remembrance Day Parade on Sunday 11 th November.	Clerk
18-19/91	ALLOTMENT MATTERS	
	The clerk shared concerns relating to the possible misuse of plots on the Three Trees allotment site. It was proposed by PW and seconded by BT to adopt some model rules established by another local council to clarify expectations regarding the use of these plots. An amended version is to be introduced for the Dunstall Allotments which are owned by IPC. <p style="text-align: right;">UNANIMOUS</p> An area is to be identified on the Three Trees Site for the possible development of horse paddocks (subject to agreement with CCC)	Clerk
18-19/92	ORCHARD MATTERS	
	JM reported that additional watering of the orchard has obviously been necessary due to the dry weather	
18-19/93	WASH MATTERS	

	Nil matters	
18-19/94	MOTION TO EXCLUDE THE PUBLIC AND PRESS	
	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).	
	See confidential minutes	
18-19/95	DATE OF NEXT MEETINGS	
	Interim planning meeting (tbc) - Monday 20 th August	
	Parish Council meeting - Monday 3 rd September	
	Interim planning meeting (tbc) - Monday 17 th September	
	Parish Council meeting - Monday 1 st October	
	Interim planning meeting (tbc) - Monday 15 th October	
18-19/96	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>	

R. D. Liddington

Appendix 1a August 2018 Actions

Agenda No	Action Point	Responsible	Comments on Progress
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17-18	Write up and distribute draft mins	Clerk	7.8.18 – emailed to councillors
76	Post mins of July mtgs	Clerk	7.8.18 – emailed to CP for posting
79a	Establish contract and complete paperwork for JB appointment	Clerk	13.8.18 – Draft completed ready for signing
79d	Commission TW to install barbed wire and public safety notices	Clerk	7.8.18 – Spoke with TW
79f	Liaise with funeral directors re soil/chalk removal payments. Bring to Sept mtg	Clerk	13.8.18 – Funeral directors emailed re either gravediggers removing soil or incurring additional £100 charge
79h	Pursue tarmac tenders	Clerk	13.8.18 -Emails sent to Grays –site visit JFKnight – no response David Curtis – site visit Welham
	Follow up ISRC action	Clerk	17.8.18 - IYFC fixture list obtained 20.8.18 - Requested IFC
79i	Contact local builders re cemetery wall	Clerk	20.8.18 – Messaged Shane Smalley 20.8.18 – messaged King Build
79j	Follow up Murfitts re block paving	Clerk	13.8.18 – Emailed Murfitts again
81	Submit planning responses	Clerk	7.8.18 – Completed
84	Contact resident re non fireworks	Clerk	13.8.18 – Emailed resident
88a	Submit MVAS data to ECDC planning dept	Clerk	Included in Aug edition of The Informer 7.8.18 – Included in planning responses
	Move Fordham Rd camera to opposite side of the road	Clerk	10.8.18 – Moved. 17.8.18 – Fault with camera reported
88b&c	Respond to TTO Post details on Facebook page	Clerk	9.8.18 – posted details of SD2019 13.8.18 – posted details of 179753
89	Complete draft neighbourhood plan	RR, SP & JM	
90g	Respond to Remembrance Day parade request	Clerk	13.8.18 – Letter sent
91	Amend and issue new allotment rules	Clerk	10.8.18 – Draft letter sent to councillors 13.8.18 – Letter sent to 3 Trees holders
Other action			
10.8.18 – MVAS batteries changed			
13.8.18 – Completion of waste and dog bin survey			
13.8.18 – Setting up on line calendar for MUGA use			
14.8.18 – Reported fly tipping Knaves Acre Drove 84794098			
20.8.18 – Reported fly tipping Temple Drove 85384130			
20.8.18 – Letter to residents of 124 Causeway re overgrown tree			

Appendix 1b July 2018 Actions

ISLEHAM PARISH COUNCIL

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

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Agenda No	Action Point	Responsible	Comments on Progress
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17-18	Write up and distribute draft mins	Clerk	4.7.18 – emailed to councillors
50	Post March minutes on website	Clerk	9.7.18 – emailed to CP
51a	Contact St Andrew's re memorial	Clerk	9.7.18 – emailed proposal to Rev David Cleugh
51b	Costing for upgrading toilet cisterns	CP	
52b	Contact Bloor homes re Safety audit and burying electricity cables	DB	
53 a & d	Submit planning responses	Clerk	3.7.18 - submitted
54	Contact ICC re locking gate	Clerk	9.7.18 – contacted via email – claimed it was due to use of Rec by IYFC during tournaments 10.7.18 – reminded IYFC via email
55	Pursue CCTV and razor wire for MUGA	Clerk	9.7.18 - emailed IYFC re CCTV / installed that eve. Costings for razor wire sought (August mtg)
56a	Remind RS of grass cutting expectations	DB	9.7.18 – done
56b	Contact sports clubs re tyre	Clerk	9.7.18 – requested collection
57a	Contact family re cemetery plaque	Clerk	6.7.18 – completed via tel call
57b	Empty chalk bin	DB & TW	
	Amend burial charges to incl chalk costs	Clerk	16.7.18 - Emailed Fullers (£100 to remove soil and chalk)
58	Contact Murfitts re block paving	Clerk	9.7.18 – requested repairs to block paving via email
	Pursue gutter clearing	Clerk	16.7.18 Contacted Command Pest control – to undertake site visit
60b	Submit LHI application	Clerk	10.7.18 - submitted
60c	Contact sanctuary housing re tree surgery	Clerk	10.7.18 – emailed notification https://www.sanctuary-housing.co.uk/node/1431/done?sid=214356
60d	Resolve MVAS software problem	Clerk / CP	3.7.18 - resolved by CP
61	Pursue tenders for Isleham Informer	CP	
62b	Submit agenda for Lucy Frazer meeting	Clerk	4.7.18 – emailed to LF. proposed 12.10.18 @3.15pm
62i	Acknowledge & attend RAF Lakenheath	Clerk	4.7.18 – acknowledged / unable to attend due to hospital appointment
62j	Dates for car park meeting	Clerk	13.7.18 – Set as 25.7.18
63a	Allotment working party mtg	MC, JM, SP, RL	4.7.18 – site visit undertaken
	Respond to letter of complaint	Clerk	16.7.18 – initial response sent
63b	Contact RS re cutting 3 trees	Clerk	6.7.18 – requested in person
66	Complete mins for exclusion	Clerk	4.7.18 – completed
Other action			
Dates for ISRC meeting			
9.7.18 – Job description for RFO / 13.7.18 prelim mtg with RR			
9.7.18 – Reported start of sink-hole on Mill St pavement ref 00297651			
9.7.18, 16.7.18- – Further work on updating cemetery records			
10.7.18 – Published agenda and power point for interim mtg			
13.7.18 – Left second request for contractors to contact TW re cemetery wall			
16.7.18 – Wrote article for the informer			
17.7.18 – New clerk post advertised			
17.7.18 – Replaced MVAS batteries			
23.7.18 – Reported Common gate drove fly tipping 82441474			
24.8.18 – Further work on cemetery records			
25.8.18 – Car Park and ISRC meeting			

Appendix 2

ISLEHAM PARISH COUNCIL						
TO PAY ACCOUNTS August 6th 2018						
Cheque No;	Payee	Item	Net	VAT	Total	Power
Payments made since the last meeting						
BACS	Staff	July Salaries	£1,643.76	£0.00	£1,643.76	LGA 1972 s112
Direct Debit	Statement 18.6.18					
	Lloyds Bank multipay card	Monthly fee	£3.00	£0.00	£3.00	LGA 1972 SS50
Direct Debit	PWLB	Beeches Loan repayment	£15,995.34	£0.00	£15,995.34	LGA 1972ss50 LGA 2003 s1 p2
Direct Debit	Welplan	Pensions £26.24 (Apr) £25.24 (May) £33.24 (June)	£84.72	£0.00	£84.72	LGA 1972 s112
Direct Debit	British Telecom	Broadband services	£42.77	£8.55	£51.32	Open spaces act 1906 ss9 & 10 LGA 1972 s214
BACS Payments for authorisation at tonight's meeting:						
126PB000080191804	HMRC	Tax & NI	£38.96	£0.00	£38.96	LGA 1972 s 112
SBO1080964	Veolia	Waste bin collection	£191.40	£38.28	£229.68	Local Authorities Cemeteries Orders 1977 & 1986
T10171	Truelink	Grass cutting	£76.25	£15.25	£91.50	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
4038	ICA	MUGA electricity	£56.71	£2.84	£59.55	LGA 1972 s 50
4050	ICA	Disposable gloves for Mr Wilding	£2.99	£0.60	£3.59	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
761180	Ben Burgess	Parts for grass cutter	£70.84	£14.17	£85.01	Open spaces act 1906 ss9 & 10 LGA 1972 s214
173290	U Plastic	Hardi plank for Beeches gable end	£98.50	£19.70	£118.20	Open spaces act 1906 ss9 & 10 LGA 1972 s214
73945	GMS	Parts for lawnmower	£22.75	£4.55	£27.30	Open spaces act 1906 ss9 & 10 LGA 1972 s214
745	Clarke Farms	Diesel for mowing recreation field	£161.15	£32.23	£193.38	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
tbc	J Sheldrick	July payroll services	£19.67	£3.93	£23.60	LGA 1972 s 112
			£18,508.81	£140.10	£18,648.91	

