

# 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

3<sup>rd</sup> July 2017

### AT THE BEECHES

**Those Present;** - Cllr Beckett (DB); Cllr Mrs Bruyneel-Smith; Cllr Mrs J Malkin (JM); Cllr Mitchell (BM); Cllr Patterson (CP); Cllr Mrs G Preece (GP); ; Cllr Radcliffe (RR); Cllr P Wilkes (PW); Cllr Wightman (LW)

Members: County Councillor Paul Raynes (PR)

Quorum: 4

Clerk: Richard Liddington (RL)

Parishioners: 8

The meeting opened at 7.15pm

- |                 |  | <b>Action</b> |
|-----------------|--|---------------|
| <b>17-18/48</b> | <b>APOLOGIES FOR ABSENCE</b><br>LGA 1972s95.   |               |
| <b>17-18/49</b> | <b>COUNCILLORS DECLARATIONS OF INTEREST</b><br>Nil   |               |
| <b>17-18/50</b> | <b>OPEN FORUM FOR PUBLIC PARTICIPATION (15mins)</b>  |               |
| (a)             | Mr Sheldrick & Mr Flatt both raised questions regarding the design and construction of the tractor shed. LW confirmed that: <ul style="list-style-type: none"><li>• An architect had been employed by the fabrication team.</li><li>• The design and construction is fully in line with the specification &amp; building regulations.</li><li>• The flooring is to be made up of road planings.</li><li>• The design and construction of a storage mezzanine is still to be agreed.</li></ul> RL confirmed that ECDC had received a complaint from a resident relating to the colour of the cladding but that this was being addressed via a Notification of Deemed Consent (condition 2 of the planning approval – agenda item 55 (d) |               |
| (b)             | Mr Sheldrick notified the Council that the cricket shed had been vandalised on two occasions recently. It was agreed to look into what temporary repairs might be made to prevent rain ingress.  | Clerk         |
| (c)             | Mrs Winter questioned the progress of road surface works in Limestone Close and Four Way Ends. Clerk to contact ECDC& FHDC for an update.  | Clerk         |
| (d)             | Mr Wilding raised the issue of damaged lighting to the side of the Beeches.<br>See agenda item 60 (e)  |               |
| (e)             | Mr Wilding shared his concern regarding the condition of the road surface at the junction of Hall Barn Rd and Fordham Rd. Clerk to contact CCC.  | Clerk         |
| (f)             | Mr Wilding expressed concern regarding the amount of shingle that is being thrown from the car park into the play area, causing potential injury to children and damage to grass cutting equipment.  |               |
|                 | 7.31pm DBS arrived   |               |
| <b>17-18/51</b> | <b>TO APPROVE MINUTES OF MEETING HELD 8<sup>th</sup> June 2017</b><br>It was proposed by PW and seconded by JM that the minutes of the meeting held on the 8 <sup>th</sup> June 2017 are approved and signed by the chairman.  |               |
| <b>17-18/52</b> | <b>MATTERS ARISING/CLERKS REPORT (also see appendix 1)</b><br>It was noted that PW had recently been subject to verbal abuse from a member of the public whilst in her work place. This followed the Parish Councils objection to a  |               |

planning application. It was stated that this was a civil matter that PW might want to raise with the police and with the support of her employers.

**17-18/53**

It was agreed that Mr Simon Paveling be invited to the meeting on the 7<sup>th</sup> August 2017 when he will be formally co-opted onto the Parish Council.

**17-18/54**

**COUNTY & DISTRICT COUNCILLORS REPORT & BUSINESS**

(a)

County Councillor Raynes (PR) disseminated information relating to his role on the local fire authority. He stated that changes were being made to fire fighters rostering which should increase the response time, particularly in more rural communities such as Isleham.

PR also confirmed his appointment onto the Library transformation steering group and would welcome feedback on how local provision including the mobile library & Soham library might be improved.

PR has met with the new highways officer. This included a review of the 'melting nature' of one particular local road. He confirmed that the new officer is keen to improve the effectiveness of the on line reporting portal and that this is the primary way in which councillors might contact him.

PR stated that he had visited the newly opened solar farm in Soham and that the potential electricity / money generated by the farm would be in the region of £1m per annum.

(a)

District councillor Beckett (DB) questioned the effectiveness of communicating with the new highways officer via the 'online portal.' He also noted that Mr Paul Goldsack had been elected onto ECDC as representative of Soham North.

**17-18/55**

**PLANNING MATTERS**

(a)

**Planning Applications**

Clerk

17/01002/FUL Replacement of existing cottage 16 Prickwillow Rd Isleham. Mr Tricker.

No objection

17/01043/FUL Construction of 6 dwellings land adjoining 15 Pound Lane Isleham. Mrs Davies.

Clerk

Objection on the same grounds as those submitted in March & June 2016, specifically:

- That it is an over development of the proposed site.
- Its environmental impact on the adjacent conservation area.
- The proposed size and design of the houses and its impact on neighbouring houses.
- Highways issues.

DC/16/0866/VAR Variation of operating hours at motocross circuit. Mr Waters.

Clerk

Objection on the same grounds as those submitted in April 2017, specifically that any increase in the already significant noise levels endured by village residents would be unacceptable.

(b)

**Planning Approvals**

17/00929/TRE Fell conifer at Spurgeon's Barn 5a West Street Isleham. Mr Stevens.

17/00607/FUL Two storey and single storey rear extensions, demolition of existing garage & erection of double carport. 70 West Street Isleham. Ms Clarke & Mr Dick.

(c)

**Planning refusals**

17/00222/FUL Development of 3 No. Three bedroom bungalows Land adjacent 2 Houghtons Lane Isleham. Mr J Waters.

17/00627/OUT Outline application for single storey dwelling and parking + repositioning of garage associated with plot 1 (17/00255/OUT) Plot 2 site adj 3 Hall Barn Rd Isleham. Mr Clarke.

(d)

**Other Planning Matters**

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The inaugural meeting of the Neighbourhood Planning Forum is to be held on Monday 24<sup>th</sup> July at 7.30pm at The Beeches. All Councillors are welcome to attend. RR signed the Notification of Deemed Consent (condition 2 of the planning approval) Clerk for the new tractor shed.

**17-18/56 POLICE MATTERS** Clerk

A number of vehicles in Limestone Close have been broken into recently. The cricket shed and the gable end of The Beeches have both been vandalised. Drug taking on the recreation ground remains an ongoing issue.

**17-18/57 RECREATION GROUND MATTERS**

(a) LW provided a further update on the construction of the tractor shed. Electricity Clerk power supply is still to be organised. It was agreed that offers of potential discounts and advance lettings from the cricket and football clubs would not be used to off-set the cost of the tractor shed.

It was proposed by JM and seconded by DB that 8m<sup>3</sup> of road planings be purchased for the shed floor at an approximate cost of £600.

CARRIED

(b) A draft MoU for a joint Sports / IPC committee was discussed. The issue of a Clerk potential 3G pitch is to be removed from the MoU in the first instance. A meeting is to be held with sports leaders to discuss this MoU.

(c) RR and DB confirmed that remedial works had been undertaken by Green Wood tree surgeons on the London Plane Tree in the corner of the recreation field.

(d) It was agreed that due to the late notice, IPC would not be participating in the Love Parks initiative (<http://www.keepbritaintidy.org/loveparksweek/2859>)

(e) RR, JM, PW and CP provided an update from their recent visit to the 3G pitch at Cambourne. It was clear that this facility is very well used and that the number of respective football teams in Cambourne and Isleham are actually quite similar. It was stated that the Cambourne facility requires a significant financial investment in terms of both staffing and running costs and PW identified some significant differences in the population areas serving the two communities. DB reiterated the 'can do' attitude prevalent within the village of Isleham. CP emphasised that the fencing was more aesthetically appealing than he had expected.

**17-18/58 PLAY AREA/SKATEPARK/MUGA MATTERS** Clerk

Mr Wilding expressed concern at the amount of (assumed) drug wrappers being found on the skate park. 20x wrappers were handed to the PSCO at her last visit. It was also alleged that small children have been approached by youths smoking cannabis. Vigilance was urged by all.

**17-18/59 CEMETERY & CHURCHYARD MATTERS**

(a) The updating of the electronic cemetery records was discussed. The clerk to contact Clerk a member of the public who is known to be interested in genealogy in the first instance, to see if she can help in this process. Employing a competent student would be another alternative.

**17-18/60 ICA REPORT/THE BEECHES**

(a) CP stated that a number of people including the recent fun fair and local youths had CP taped into the external water & electric supply. This is therefore to be boxed in and charges made to the fun fair for their use of the utilities.

(b) The Beeches directional road signs have arrived but still need attaching to identified Clerk lampposts. CP

(c) It was decided to reject a request from Planet Aid for the installation of a clothing Clerk bank facility at The Beeches. The Coates drove site was deemed to be more appropriate.

(d) The clerk confirmed that the October 2015 quote provided by Grays surfacing for the Clerk tarmacing of the Beeches car park was valid until January 2018. It was agreed that a

- quote for alternative surfacing such as geo grids would be sought.
- (e) CP identified the proposed size and location for an advertising Board for Beeches events. The 5'x3' board would cost approximately £50 to make and install inside the Beeches gardens, opposite the Maltings. It was proposed by GP and seconded by LW to proceed with its manufacture and installation, subject to clarification on whether planning permission is needed. Clerk CP
- CARRIED
- (f) It was agreed that tenders be sought for the installation of bollards to protect the pavement lighting at the side of The Beeches. Clerk
- 17-18/61 MONTHLY FINANCIAL MATTERS**
- (a) It was proposed by PW and seconded by GP that the Pay Accounts for July 2017 be approved. Clerk
- (b) It was proposed by PW and seconded by JM to approve the Bank Reconciliation for May.
- (c) The date of the next finance working party meeting was confirmed as Monday 31st July at 7.30pm at The Beeches.
- (d) The bank mandate for the Welplan pension scheme was signed by RR.
- 17-18/62 HIGHWAYS/FOOTPATH MATTERS**
- (a) Concern was expressed at the Memorandum of Understanding being proposed by CCC as part of their speed camera initiative. It was felt that many of the responsibilities associated with this MoU should remain with the County Council. PR is to share this concern with the new highways officer. PR
- (b) The issue of inappropriate parking at the COOP was discussed. PR stated that he had recently asked for the double yellow lines on West Street to be repainted. Other possible measures to address the problem were discussed. It was agreed to contact the COOP directly to see what measures they might take. It was also agreed to include a request to only use designated parking spaces in the next edition of The Informer. Clerk
- (c) It was proposed by JM and seconded by BM that Mr Wilding be asked to cut back the trees which are obscuring the 30mph traffic signs on Beck Rd and Station Rd and the overgrown ivy at the top of The Pitts. TW
- (d) It was proposed by JM and seconded by PW that Mr Wilding be asked to cut back the overgrown shrubs on footpath number 14 and that Mr Stebbings be asked to cut back the overgrown bushes on either side of Station Rd. The cost of this later action to be shared between the Parish Council and the Lady Payton charity. TW
- (e) It was noted that the drains on Fordham Rd require cleaning out. Clerk to contact CCC. Clerk
- 17-18/63 PARISH COUNCIL POLICY UPDATES AND REVIEW**  
Key dates from the annual calendar were shared
- 17-18/64 CORRESPONDENCE/MATTERS FOR INFORMATION ONLY :**
- (a) A letter of appreciation from the 3 Rivers Car Share Scheme for the Parish councils donation has been received
- (b) A reply has been received from ECDC to our concerns regarding the limited time often given to respond to planning applications.
- (c) A request under the freedom of information act has been received from a local resident. Clerk
- (d) The Parish Council gave initial approval to a request from the Parish church to the closure of the roads close to the cenotaph on Remembrance Sunday. Clerk to seek final approval from CCC. Clerk
- 17-18/65 ALLOTMENT MATTERS** Clerk
- Clerk to establish a doodle poll for a meeting of the allotment working party.


**17-18/66 ORCHARD MATTERS**  
Nil

**17-18/67 WASH MATTERS**  
Nil

9.39pm – meeting closed to the press and public  
**17-18/68 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).  
(a) To approve minutes of exclusion of 8<sup>th</sup> June 2017

9.56pm – meeting reopened  
**17-18/69 DATE OF MEETINGS FOR 17-18 YEAR**  
(a) Monday 7<sup>th</sup> August 2017  
Monday 4<sup>th</sup> September 2017  
Monday 2<sup>nd</sup> October 2017

**17-18/70 AGENDA ITEMS FOR NEXT MEETING**  
*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.*



## Appendix 1 July Actions

Agenda No	Action Point	Responsible	Comments on Progress
17-18:	Complete minutes.	Clerk	10.7.17 Completed & draft emailed to councillors
50(b)	Consider options for securing cricket shed	Clerk	10.7.17 Email conversation with Adrian Sheldrick. To use spare/scrap sheeting to temp repair roof
50(c) & (e)	Chase up CCC & FHDC re highways issues	Clerk	11.7.17 re Limestone Close case number 00267793 – Timeframe = 12 weeks (from 26.5.17 = 18 <sup>th</sup> August) re Four Ways Bridge original case number 00170783 / new case number 00174908 (no identified date yet) re Hall Barn / Fordham Rd road surface case number 00270464. Subsequently notified that work to be undertaken within next 4-6 weeks
53	Invite Mr Paveling to the August meeting	Clerks	11.7.17 – Emailed invite. Attendance confirmed
55(a)	Submit responses to planning applications	Clerk	4.7.17 Submitted 17/01002/FUL & DC/16/0866/VAR 6.7.17 Submitted 17/01043/FUL
55(c)	Submit condition 2	Clerk	4.7.17 Submitted . Acknowledgement & payment received
56 & 58	Inform PCSO of continuing drug problem	Clerk	18.7.17 Issues emailed once again Notified that issue been referred to new PCSO Matt Chennell
57(a)	Purchase planings for tractor shed	Clerk	5.7.17 Delivered
	Respond to sports clubs re advance fees and tractor shed	Clerk	10.7.17 – Sports leaders notified
57(b)	Amend MoU and organise date for joint sports leaders / IPC mtg	Clerk	11.7.17 MoU amended and emailed out. 17.7.17 Doodle poll suggested 7 <sup>th</sup> ,15 <sup>th</sup> , 16 <sup>th</sup> , 22 <sup>nd</sup> , 23 <sup>rd</sup> , 29 <sup>th</sup> or 30 <sup>th</sup> August
59	Contact resident re updating cemetery records	Clerk	4.7.17 –Spoke directly to Mrs Diver. Mutually convenient arrangements to be made
60(a)	Establish utility costs and invoice funfair	CP & Clerk	
60(b)	Install Beeches Road signs	CP & Clerk	
60(c)	Contact Planet Aid re recycling bin	Clerk	11.7.17 Emailed with advice to pursue Coates Drove location
60(d)	Pursue quotes for alternative road surfacing for car park	Clerk	18.7.17 Emails sent to Sure green, Terram and Gridforce re matting and Anglia surfacing ( again) re tarmac 26.7.17 Gridforce quote received
60(e)	Establish if planning permission is required for Beeches advertising board	Clerk	11.7.17 Tel conv and email with Catherine Lopper / Gareth Pritchard re proposal. Subsequently notified that anything above 2m2 requires planning permission
60(f)	Pursue protection for Beeches lights	Clerk	
61	Complete procedures for Pay Accounts	Clerk	4.7.17 – Cheques sent 10.7.17 - June Bank reconciliation completed 17.7.17 – July Pay accounts posted
62(a)	Discuss MoU and positioning of speed cameras with Joshua Rutherford	Clerk	17.7.17 – meeting held with JR – to include as August & September agenda items ( see CCC email of 17.7.17)
62(b)	Contact the coop re parking conditions	Clerk	17.7.17 Letter sent to Mr Goodwin
62(c) & (d)	Arrange for Mr Wilding to clear shrubs on: -Causeway -Top of The Pitts -Footpath 14	Clerk	4.7.17- Discussed with TW  Footpath 14 had already been cleared
	Arrange for Mr Stebbed to tractor flail either side of	Clerk	11.7.17 – Contact made with CS who is to flail Station Rd & cemetery

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	Station Rd		
62(e)	Contact CCC re Fordham Rd drains	Clerk	11.7.17 - Reported, case number 00270466 17.7.17 - Deemed 'no immediate action required'
64(c)	Complete FoI response	Clerk	17.7.17 -Response completed and emailed to applicant
64(d)	Submit paperwork for road closure	Clerk	6.7.17 - Paperwork copied to applicant
65	Establish date for allotment working party	Clerk	11.7.17 - Doodle poll sent suggesting 24.7/1.8/7.8 or 15.8
<b>Other actions</b>			
11.7.17 First quarter VAT return submitted			
11.7.17 Solar panel meter reading submitted - £1,093.06 refund received			
17.7.17 Informer invoices issued			
31.7.17 Notified that moto cross planning application DC/160313/FL will be heard in September (date tbc)			

## Appendix 2

# ISLEHAM PARISH COUNCIL

## TO PAY ACCOUNTS July 3rd 2017

Cheque No;	Payee	Item	Net	VAT	Total	Power
<b>Payments made since the last meeting</b>						
BACS	Staff	June Salaries	£1,578.69	£0.00	£1,578.69	LGA 1972 s112
BACS	Welplan	Pension contribution	£3.62	£0.00	£3.62	LGA 1972 s112
300353	Nuneaton Signs	Beeches road direction signs	£121.40	£24.28	£145.68	Open Spaces Act 1906 ss9 & 10LGA 1972 s214
300354	ICA	MUGA lighting, electricity charge	£127.75	£6.39	£134.14	Open Spaces Act 1906 ss9 & 10LGA 1972 s214
300355	Greenwood Tree Surgery	Watering new rec trees (May)	£100.00	£20.00	£120.00	Open Spaces Act 1906 ss9 & 10LGA 1972 s214
Direct Debit	British Telecom	Phone services	£105.07	£21.01	£126.08	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
Direct Debit	PWLB 2.5.17	Beeches Loan	£3,040.20	£0.00	£3,040.20	LGA 1972 ss50
Direct debit	PWLB 28.6.17	Beeches Loan	£15,995.34	£0.00	£15,995.34	LGA 1972 ss50
300356	Kitbuild	Tractor shed steel frame	£5,010.51	£1,002.10	£6,012.62	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
<b>Payments for Tonight's meeting:</b>						
300357	Post Office Counters (HMRC)	Tax & NI	£44.38	£0.00	£44.38	LGA 1972 s 112
300358	Katie Holloway	Dunstall Grant cheque	£300	£0.00	£300	LG Finance Act 1992 s50
300359	Veolia	Bin collection	£184.76	£36.95	£221.71	Local Authorities Cemeteries' Orders 1977 and 1986
300360	Anglian Water	Recreation ground water Feb - May	£25.21	£0.00	£25.21	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
300361	GJ Peck	Mr Wilding's work boots	£24.99	£0.00	£24.99	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
300362	Truelink	Grass cutting April, May & June	£992.80	£198.56	£1,191.36	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
300363	Greenwood tree surgery	Digger hire for shed footings 27.5.17	£100.00	£20.00	£120.00	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
300364	Void as determined we'd been overcharged for concrete (see cheque number 300368 /August accounts)					
300365	R.Liddington	Purchase of 3x bags of 5 Star grout for tractor shed	£54.00	£10.80	£64.80	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
300366	R.Liddington	Travel expenses: for grout (above) total 43 miles	£19.35	£0.00	£19.35	LGA 1972 s174
300367	Jane Sheldrick	Payroll services	£31.06	£6.21	£37.27	LGA 1972 s 112

Grand Total>>>      **£28,710.53    £1,516.58    £30,227.12**