

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

2nd October 2017

AT THE BEECHES

Those Present; - Cllr D Beckett (DB); Cllr M Bowker (MB) ; Cllr Mrs J Malkin (JM); Cllr R Mitchell (BM); Cllr C Patterson (CP); Cllr Mrs G Preece (GP); Cllr R Radcliffe (RR); Cllr P Wilkes (PW); Councillor V Bruyneel-Smith

Members: 9

Quorum: 4

Clerk: Richard Liddington (RL)

Parishioners: 4

- | | | ACTION |
|------------------|---|-------------------------|
| 17-18/120 | APOLOGIES FOR ABSENCE
Councillor L Wightman & Councillor Simon Paveling
LGA 1972s95. | |
| 17-18/121 | COUNCILLORS DECLARATIONS OF INTEREST
Nil | |
| 17-18/122 | OPEN FORUM FOR PUBLIC PARTICIPATION (15mins)
Mrs Winter raised the question of whether the Lady Maynard charity might be prepared to finance the purchase of turkeys for the Limestone Close residents association Christmas dinner? | DB |
| 17-18/123 | TO APPROVE MINUTES OF MEETING HELD 4th September 2017
It was proposed by GP and seconded by PW that the minutes of the meeting held on 4 th September be approved . | Clerk

UNANIMOUS |
| 17-18/124 | MATTERS ARISING/CLERKS REPORT <i>(also see appendix 1b)</i>
(a) <u>Highways</u> . The Clerk gave an update of CCC's response to the various highways issues reported at the September meeting.
(b) <u>Little London</u> . Following repeated vehicle damage to one local property the Clerk has been in liaison with residents and CCC regarding the possible replacement of traffic signs on Little London. As funding isn't currently available for these signs it was proposed by DB and seconded by MB that in the first instance a letter would be written to Mr Clarke asking him to ensure HGV vehicles do not access his farm via Little London.
(c) <u>War Memorial</u> . The Clerk has contacted the War Memorial grant organisation regarding our application for repairs to the war memorial. As this will not be considered in the near future it was agreed that Mr Wilding be asked to undertake some interim repairs prior to the November Remembrance Day Service. | Clerk

Clerk / TW |
| 17-18/125 | COUNTY & DISTRICT COUNCILLORS REPORT & BUSINESS
(a) <u>County Councillors Report</u> .
Councillor Raynes highlighted CCC's ongoing priority of balancing their 2017-18 budget. One of the current challenges is the increasing expenditure by social Services in response to national and local Safeguarding concerns. | |

7.28pm VBS arrived

Councillor Raynes reiterated his willingness to hear the thoughts and opinions of Parish Councillors regarding the future of the mobile library service.

(b) District Councillors Report.

DB stated that the draft Local Plan will be presented to District Council on Thursday 5th October for their further consideration. No new sites within Isleham have been included within this round of the plan.

17-18/126

PLANNING MATTERS

(a) **Planning Applications:**

17/01249/RMM Application for reserved matters approval for the erection of 14 dwellings and new access pursuant to outline planning permission 16/00055/OUM. (Amendment) Land adjacent to 8 Hall Barn Rd Isleham. Cloughmore Homes Ltd. Clerk

No comment.

17/01484/FUL Single storey rear extension. Replacement front porch. Replacement windows and doors. 39 West Street Isleham. Mr Rashed. Clerk

No comment.

17/01532/FUL Proposed erection of 1 No private dwelling and associated works. 60 Beck Road Isleham. AJS architectural and Planning Consultancy. Clerk

Objection on the grounds:

- that this would be a significant over development of the site
- potential highways / safety issues of vehicles accessing Beck Road

17/01636/FUL Proposed erection of 1 No private detached dwelling and cart lodge. 53 Pound Lane Isleham. Mr G Baxter. Clerk

Objection on the grounds:

- that previously submitted concerns have not been addressed
- potential highways / safety issues of vehicles accessing Prickwillow Road

(b) **Planning Approvals:**

17/00422/OUT Outline application for 1.5 storey dwelling along with associated parking, cart lodge, access and site works. 24 Prickwillow Rd Isleham. Mr Hudson.

17/01002/FUL Replacement of existing cottage and carport/studio. The Old Anchor Cottage 16 Prickwillow Rd Isleham. Mr B Tricker.

17/01245/LBC & 17/01295/FUL Replacement of outside balcony and cellar windows. The Manor House 2 Pound Lane Isleham. Mr Jones.

17/01247/FUL Development of 3 No. three bedroom bungalows. Land adjacent to 2 Houghtons Lane Isleham. Mr Waters.

DC/16/0866/VAR Variation of conditions 5 & 6 of F/2001/768 to extend the opening hours to allow for continued use of land as motocross track on a permanent basis and variation to conditions. Motocross circuit Hayland Drove. West Row. Mr T Waters.

JM reported her experience of the planning decision meeting. It was noted that this initially only an approval for 2 years and that it is important that we record and submit to ECDC all incidences of noise pollution. (Mildnehall PC in the case of Marina residents) It was agreed that the Clerk would coordinate the collection of data from village residents and forward to ECDC. Clerk

(c) **Other Planning Matters:**

17/01264/FUL Two storey and single storey rear extension and alterations.

(Amendment, for information only) 18 Pound Lane Isleham. Mr Fuga & Dr Judkins.

17-18/127

POLICE MATTERS

Travellers. It was stated that the police had visited the Parish office and provided advice regarding how access to the Beeches site might be more secure. It was proposed by JM and seconded by DB that the following measures be undertaken:

- Palmers be contacted re the (long term) construction & installation of gates at the entrance into The Beeches car park
- Temporary measures to include:

Clerk

- daily checking of security padlocks
- the purchase of a heavy duty chain and padlock which would be used to provide a temporary barrier into the car park between the hours of 10.00pm and 8.00am (assigned person(s) to be responsible for locking and unlocking) Clerk DB
- a piece of agricultural machinery to be placed inside the Fordham Rd gate UNANIMOUS

17-18/128 RECREATION GROUND MATTERS

(a) Steel Bones Family Fun Day It was proposed by PW and seconded by MB that approval for the Steel Bones Family Fun Day be given for the use of the recreation field on Sunday 29th July 2018 Clerk

UNANIMOUS

(b) 3g Pitch RR led a brief discussion on the structure for the public consultation meeting on the 19th October regarding the possible development of a 3G Pitch on the recreation field. It was proposed by PW and seconded by MB that the meeting raise the single question of whether residents would prefer the installation of a 3G pitch or to retain the existing green (top) recreational field. It was agreed that the Clerk would take responsibility for establishing the credibility of attendees to speak. Clerk

UNANIMOUS

17-18/129 CEMETERY & CHURCHYARD MATTERS

(a) Rights of Burial It was proposed by PW and seconded by GP that Rights of Burials be approved for: Mrs Marks & Mrs Sargent.

(b) Memorial Stone It was proposed by PW and seconded by MB that a memorial stone for Mr Harvey be approved.

17-18/130 ICA REPORT/THE BEECHES

(a) Beeches Car Park. CP commented on the extremely poor state of the entrance into The Beeches car park and the adverse effect that this was having on both guests using The Beeches as well as on local residents, whose vehicles / properties are being covered in dusk. It was noted that the one quote received to date would indicate the cost to tarmac the entire car park would be in excess of £90k. It was agreed that the Clerk pursue other tenders for this work and to explore the possibility of a Public Works Loan. These are to then be considered by the Finance working party when they meet on 23rd October. Clerk

(b) Parking. A significant number of complaints have been received from local residents who have experienced parking / highways safety problems during recent Youth Football matches. A number of possibilities for potentially improving this problem were suggested, including the staggering of KO times, utilising the school car park and providing more effective marshalling of vehicles. It was proposed by DB and seconded by VBS that the Clerk write to the football club formally asking them to identify how this problem might be alleviated. Clerk

UNANIMOUS

17-18/131 MONTHLY FINANCIAL MATTERS

(a) Pay Accounts (see appendix 2) It was proposed by BM and seconded by CP that the October Pay accounts be approved. Clerk

UNANIMOUS

(b) Bank Reconciliation. It was proposed by PW and seconded by GP to approve the Bank Reconciliation for Aug 2017.

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(c) Finance Audit Certificate. It was noted that the audit certificate for the 2016-17 financial year has been issued and is available on the Parish website for public viewing. The clerk explained that the issue regarding the non-compliance with public access to the accounts related to the fact that the accounts should have been approved before and not on the same day as the start of the period of public accessibility.

- (d) Multi-Pay Card. After some consideration it was proposed by MB and seconded by PW not to pursue a second multi pay card.

UNANIMOUS

17-18/132 HIGHWAYS/FOOTPATH MATTERS

- (a) Highways Improvement Grant. The Clerk reported that the VAS signs have been ordered but that we are currently looking towards mid-November before they are delivered. The balance of the 16-17 grant will go towards repainting the yellow lines in the vicinity of the Co-op as well as painting a new 'no parking' zone on the footpath outside the Co-op.

- (b) Highways Working Party Report. RR shared the recent highways working party audit. (see appendix 3) Key action included the cutting back of identified hedges on; Station Road, Prickwillow Road, Maltings Lane, Sun Street, Beck Road , Waterside and The Causeway.

Clerk

- (c) Other highways issues:

- BM shared the difficulty of one Maltings Lane resident to access her drive at the start / end of school days due to badly parked vehicles. The Clerk confirmed that the PCSO has already been informed of this problem. The resident is to be advised to contact the police and the school directly should the problem continue.
- hedges on the corner of Sheldrick Rd / Beck Rd need cutting back
- school sign on the corner of West St and Mill St needs re positioning
- the driveway shingle on several houses needs retaining within boundaries
- footpaths 2, 4, 5 & 9 need cutting back

BM

Clerk

Clerk

Clerk

Clerk / TW

17-18/133 PARISH COUNCIL POLICY UPDATES AND REVIEW

- (a) Recreation Ground Policy. It was proposed by GP and seconded by PW that the draft Recreation ground policy be approved.

Clerk

- (b) Joint IPC / Sports Leaders meeting. Due to the unavailability of key personnel it was agreed to rearrange the meeting scheduled for 4th October.

Clerk

- (c) It was reported that concern had been expressed by a resident regarding damage to her car and the potential danger to children from cricket balls being hit into the car park. DB stated that extensive risk assessments had been undertaken in the recent past and that the 7m high safety nets were deemed to be appropriate in reducing the risks to an acceptable level.

17-18/134 CORRESPONDENCE/MATTERS FOR INFORMATION ONLY

In addition to correspondence identified above, an invitation has been received for Councillors to attend CCC annual Festival of Remembrance.

Official street numbering for 58a West Street has also been received from CCC

17-18/135 ALLOTMENT MATTERS

The clerk reported that 81% of Dunstall allotments and 40% of 3 Trees allotments are now occupied. After rent is paid to CCC and a 50% contribution made to the Dunstall Charity this leaves a current income of just £268. DB stressed the importance of maintaining both sites to enable the Parish to meet its obligations regarding public availability to allotments. It was noted that allotment rents have not increased for at least 3 years and that they were believed to be cheaper than those charged by other local Parishes. It was therefore proposed by DB and seconded by BM to increase the 2017-18 rents to £15 per 10 rod plot.

Clerk

UNANIMOUS

17-18/136 ORCHARD MATTERS

JM reported that the annual village apple day will take place on Sunday 15th October between 2.00pm and 4.00pm

17-18/137 WASH MATTERS

In response to an approach from Isleham Nature Reserve it was proposed that they submit a letter requesting financial support from the Parish Council together with proposed wording for public information signs which they would like to site at the entrance to the Wash.

JM

The need to refurbish the steps at the Wash was raised by BM. Paul Greenwood to be approached regarding the possible supply of wood chips BM

17-18/138

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).

17-18/139

DATE OF MEETINGS FOR 17-18 YEAR

3G Pitch consultation / Interim planning meeting –Thursday 19th October at 7.30pm
Finance working party meeting – Monday 23rd October at 7.30pm

Full Council meeting – Monday 6th November 2017

Interim planning meeting – Monday 20th November 2017 tbc

Full Council meeting – Monday 4th December 2017

Interim planning meeting – Monday 18th December 2017 tbc

The meeting closed at 9.30pm

17-18/140

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 1a October Actions

Agenda No	Action Point	Responsible	Comments on Progress
17-18	Complete & post minutes	Clerk	4.10.17 – draft minutes emailed to councillors
124(a)	Write to Mr Clarke re HGV access.	Clerk	
124(b)	Complete temp repairs to War memorial	Clerk / TW	
126(a)	Respond to planning applications	Clerk	3.10.17 – responses submitted
126(b)	Inform residents of process for reporting moto track noise	Clerk	
127	Contact Palmers re Beeches gate	Clerk	
	Undertake interim measures to secure Beeches site	Clerk	
128(a)	Inform Steel Bones charity of fun day approval	Clerk	3.10.17 - notified
128(b)	Prepare for and hold public consultation mtg	Clerk / RR	
130(a)	Pursue tenders (again) for tarmacking the car park	Clerk	
130(b)	Write to IYFC re parking problem	Clerk	
131(a)	Complete pay accounts	Clerk	
132(b)	Implement action in response to highways audit & reports	Clerk	
132(c)			
133(a)	Publish recreation ground policy	Clerk	
133(b)	Rearrange joint IPC/ sports leaders meeting	Clerk	
135	Invoice Dunstall allotment holders with new rent		
Other actions			
	Submit Dunstall Charity return		
	Submit VAT return		
	Complete MUGA access coding		
	Publish agenda and interim meeting		

Appendix 1b September Actions

Agenda No	Action Point	Responsible	Comments on Progress
17-18	Complete minutes	Clerk	5.9.17 – draft minutes emailed to councillors
99(a)	Chase up Limestone close repairs 00267793	Clerk	11.9.17 – resubmitted the complaint – ref number 00273848 “No further action necessary at this time”
99(b)	Report potholes on Prickwillow Rd	Clerk	19.9.17 – reported ref 00274387 – no immediate action deemed necessary
	Report potholes on Common Gate Drove	Clerk	19.9.17 – reported ref 00274391 & 00274384– no immediate action deemed necessary
99©	Contact football clubs re boot cleaners	Clerk	11.9.17 email sent to Mr Bonham
	Organise inspection of play equipment by Wicksteeds	Clerk	18.9.17 – inspection requested . Scheduled for 30.11.17
	Remind letting of tennis nets	Clerk	
103	Order VAS’s	Clerk	6.9.17 – ordered , due end of September. 16.9.17 – emailed CCC re remarking of double yellow lines / bollards outside coop with the balance
100 & 101	Publish August minutes on website	Clerk / CP	Published
102(a)	Complete & return (to IPC and ECDC) pecuniary interest form	SP	
102(b)	Update working party register	Clerk	5.9.17 – completed
104	Liaise with Cllr Raynes re library suggestions.	IPC	
105(a)	Submit response to planning application	Clerk	5.9.17 – submitted
105©	Organise and attend planning meeting for moto cross	Clerk LW & JM	5.9.17 unauthorised to speak so prepared statement read out by planning officer on our behalf
107(a)	Contact dog warden re PSPO and dog shows	Clerk	Repeated attempts to contact
107(d)	Submit amendments to Recreation ground policy to clerk	IPC	Non received
107©	Agree date, and advertise public consultation on 3G pitch	Clerk. GP	5.9.17 draft emailed to councillors 10.9.17 – posted on facebook / 11.9.17 – posted in co-op & Post Office and for inclusion in the October Informer
110(a)	Amend pay accounts and RBS software re VAT return	Clerk	12.9.17 – Completed
110 ©	Purchase new laptop Pursue MUGA use / change coding’s	Clerk	8.9.17 –New laptop purchased
111(a)	Report highways issues:		
	pot hole on Mill Street	PR	5.9.17 – reported ref 00273503
	weedkilling, inc: Sun Street	Clerk	18.9.17 – reported ref 00274297 – work ordered
	fly tipping on Knaves Acre / Common Gate Drove	Clerk	11.9.17 – reported FS-Case-58561783 -cleared 18.9.17 – reported FS-Case- 58880188 - cleared
	disrepair of 2 Church St	Clerk	11.9.17 – reported to environmental health team
	hedges on Pound Lane, Wateside, Coates Drove, & Sun St	Clerk	19.9.17 ref 00274389 19.9.17 19.9.17 ref 00274392 – action initiated
	private hedges on West St	Clerk	12.9.17 – letters sent to residents
	Little London signage	JM	
	clarify Traffic Order	Clerk	5.9.17 – clarification email sent 5002440662
repairs war memorial wall.	Clerk. TW	11.9.17 –email sent to War Memorial grants	

111(b)	Pursue use of grant for foot/cycle path	Clerk	11.9.17 – application submitted 3188419
111©	Organise bulb working party Organise bulbs	GP, JM Clerk	7.9.17 CM confirmed willingness to purchase bulbs 9.9.17 – Poster advertised on Facebook & 10.9.17 – advertised in coop and Post Office also emailed to local groups and for inclusion in October Informer.
113	Respond to RAF Mildenhall invite	Clerk	5.9.17 – Response submitted
	Advertise flu day and collate names	Clerk	18.9.17 – Posted on Facebook Submitted for inclusion in October Informer
114	Contact allotment holder	Clerk	
Previously identified action points			
76 (a)	Priory HGV access	Clerk	19.9.17 - Spoke directly with Robert Manchett. Temporary roadway going in wb 25.9.17 for HGV vehicles
Action from previous meetings			
7	Contact Fordham chair re PCSO details & speed watch cameras	Clerk	
60(a)	Establish utility costs and invoice funfair	CP & Clerk	
60(b)	Install Beeches Road signs	CP & Clerk	
Other action			
Overhanging branches blocking street lights on Robbins Close		Clerk	18.9.17 Re reported ref 00274298 (previously 00272661)
Report written for Isleham Informer			
Burials of two local residents			
Fly tipping on Common Gate Drove reported			19.9.17 ref 58926394 - cleared
Re-issued Informer Invoices			18.9.17

Appendix 2 Pay Accounts

ISLEHAM PARISH COUNCIL						
TO PAY ACCOUNTS October 2nd 2017						
Cheque No;	Payee	Item	Net	VAT	Total	Power
Payments made since the last meeting						
BACS	Staff	August Salaries	£1,634.16	£0.00	£1,634.16	LGA 1972 s112
BACS	Welplan	Pension contribution	£5.31	£0.00	£5.31	LGA 1972 s112
Direct Debit	Lloyds Bank	Multi pay card - monthly charge	£3.00	£0.00	£3.00	LGA 1972 ss50
Direct Debit	Unity Trust Bank	Multi pay card - initial set up fee	£50.00	£0.00	£50.00	LGA 1972 ss50
Direct Debit	British Telecom	Phone services	£101.73	£20.35	£122.08	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
		sub total	£1,794.20	£20.35	£1,814.55	
Payments for Tonight's meeting:						
300395	Post Office Counters (HMRC)	Tax & NI	£44.38	£0.00	£44.38	LGA 1972 s 112
300396	D. Haird & Co	Tractor shed road plannings	£167.33	£33.47	£200.80	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
300397	Veolia	Bin collection	£184.76	£36.95	£221.71	Local Authorities Cemeteries' Orders 1977 and 1986
300398	Void					
300399	PKF	Finance audit fees	£400.00	£80.00	£480.00	LGA 1972 s142
300400	J Sheldrick	August payroll services	£19.67	£3.93	£23.60	LGA 1972 s 112
300401	Greenwood tree surgery.	Tree watering July & August	£260.00	£52.00	£312.00	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
300402	CommuniCorp	Clerks & Councils direct magazine Subscription renewal	£60.00	£0.00	£60.00	LGA 1972 s142
300403	Cambridgeshire County council	Half yearly 3 Trees Allotment rent	£285.00	£0.00	£285.00	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
300404	T. Wilding	Petrol for mowers	£35.83	£7.17	£43.00	Open Spaces Act 1906 ss9 &10 LGA 1972 s214
300405	Truelink	August grass cutting	£148.80	£29.76	£178.56	Open Spaces Act 1906 ss9 &10 LGA 1972 s214

sub total **£1,605.77** **£243.28** **£1,849.05**
grand total **£3,399.97** **£263.63** **£3,663.60**

Appendix 3**Highways Working Group 11/9/17** (RR, MB and LW.)Potential locations for Vehicle Activated Speed Signs (VAS)

Station Road	Entering the Village	Lamp posts L19 KEQ and L19KEQ
	Exiting the Village	Lamp post L14 KEQ
Fordham Road	Entering the Village	Lamp post L12 KDX
	Exiting the Village	Lamp post L9 KDX
Prickwillow Road	Entering the Village	Lamp post L2 KEK
Beck Road	Entering Village	existing 30mph flashing warning sign partially blocked by overhanging tree

Hedges / Trees overhanging Roadways

Station Road	Hedge up to and over old railway bridge encroaching Hedge to Allotments and Lady Peyton's land (Cutting back arranged)
Prickwillow Road	Hedge opposite 37/39
Maltings Lane	Tree in garden of the High House at corner of Mill Street and Maltings Lane overhanging road. School warning sign obliterated by overgrowth from the High House.
Sun Street	Hedge between 44 and 80 overgrown and trees next to 44 overhanging roadway
Beck Road	Tree overhanging from garden of 48 Beck road blocking speed warning sign
Waterside	Cherry Trees overgrowing roadway opposite 6 Waterside
The Causeway	Hedge of the field blocking light from lamp posts