

**MINUTES OF THE PARISH COUNCIL MEETING HELD
MONDAY 7th APRIL 2014
AT THE BEECHES**

Those Present; - Cllr Beckett (DB); Cllr Patterson; (CP) Cllr Mrs H Thompson (HT); Cllr Mitchell (BM); Cllr Mrs Malkin (JM) Cllr Mrs P Wilkes (PW); Mrs Glenda Preece (GP); Cllr Chaplin; Cllr Radcliffe (RR); Cllr Neal (LN); Cllr Mrs V Bruyneel-Smith (VBS);
Members 11
Quorum 4
C Cllr Joshua Schumann
8 Parishioners Philip Clark & Alistair Burn & Barry Holmes

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13-14/232 APOLOGIES FOR ABSENCE

C Cllr Palmer; C Cllr Schumann will be late.

13-14/233 COUNCILLORS DECLARATION OF INTEREST for items on agenda

None

13-14/234 NATURE RESERVE PRESENTATION BY PHILP CLARK & ALISTAIR BURN

Philip Clark, Alistair Burn and Barry Holmes gave an interesting presentation to the Council on the progress of the Nature Reserve and the Circular Walk.

They also asked that the Parish Council would support them in their future management of the site. The Chairman suggested that any requests for financial assistance are addressed in writing to the Council.

13-14/235 OPEN FORUM FOR PUBLIC PARTICIPATION (15mins)

Mrs L Clarke felt that the article in April's Informer was misleading in that it stated that the repayment of the £100k loan for the financial year 2014/2015 would be funded out of PC reserves.

Two things: firstly the precept was already set for 2014/2015 and council tax bills had already been issued, so the PC would not have been able to fund repayment from this years' precept:

Secondly, the article was silent on how the loan would be repaid in future years.

I think a lot of people would read that the loan was being funded from reserves in 2014/15 and consider that this would continue for the other 24 years.

Mrs Clarke asked how the profit has been calculated on the Centre and was advised that this is not a parish council matter and that the ICA can answer these questions.

Mrs Cant asked whether all the play area quotations were from Monster Play.

13-14/236 MINUTES OF LAST MEETING HELD 3rd MARCH 2014

It was proposed by GP and seconded by that BM the minutes of the last meeting held on 3rd March 2014 are approved and signed.

CARRIED

13-14/237 MATTERS ARISING/CLERKS REPORT (*for information only*)

- JM - What is the situation with the zebra crossing?
- GP – A meeting was held to discuss payment for Informer Advertising. This will be discussed later on the agenda.

13-14/238 POLICE MATTERS

- a)
- A newsletter from the last Neighbourhood Panel meeting is available from the Clerk.

13-14/239 COUNTY & DISTRICT COUNCILLORS REPORT & BUSINESS(deferred to 9.16pm)

- a)
 - There has been a recent change with regard to the community transport fund which has been successfully confirmed, this is very good news for Dial-a-Ride
 - A14 consultation begins on 10th April – Parish Councils will be notified
- b)
 - Ely bypass English heritage are concerned about the views of the cathedral

13-14/240 RECREATION GROUND MATTERS

- a)
 - The Recreation Ground is looking good
 - The Chairman offered a vote of thanks to all those who came and helped to plant the trees and shrubs with Greenwood Tree Surgery.
 - The Clerk will check with Barcham Trees their recommendation for watering the new trees this year and it was agreed that Mr Wilding would water the new trees and shrubs accordingly.
 - The ground around the Centre is being levelled and should be seeded this week.

b) A letter has been received from James Paice offering his support of the play area project. Clerk

c) A Risk Assessment has been circulated by the cricket club.
It was proposed by PC and seconded by BM that we should get a price for 6m high netting/fencing and use the heras fencing along the edge of the recreation ground for this first season.
8 in favour
3 abstained

CARRIED

d) Quotations for the play area have been received from 4 companies. A working party meeting will be held tomorrow between 4-6pm for councillors to drop in and consider the plans for the play area. Noted

A meeting will be held on Monday 28th April at 6.30pm to approve one of the schemes.

e) It was agreed that the Isleham Gardeners can hold their plant sale at the front of 'The Beeches' car park on the weekend of 17/18th May. Clerk

f) A request has been received from Beech House to help clear litter in the village? They will be asked if they are willing to clear areas of the village such as the droves and nature reserve. Clerk

g) It was proposed by PC and seconded by RR that one new bin is purchased for the front of the car park.

CARRIED

13-14/241 CEMETERY MATTERS

It was proposed by PC and seconded by CP that Mr Wilding is asked to make remedial repairs to the cemetery wall. Clerk

CARRIED

A letter has been received from Mrs Bruce asked if the Council would reconsider her memorial request for Brian Pears. As 6 months has passed since the original decision the request will be reconsidered at the next meeting. A letter will be sent to Mrs Bruce asking her to resubmit the application and to ask if she wants to continue with the same wording. Clerk

13-14/242 ICA REPORT

- a)
 - A number of second hand chairs –have been purchased for the hall which are a great improvement on the old ones.
 - Some of the old chairs have been sold;
 - Bookings are continuing to increase and there has been good feed-back from everyone who has used the Centre.
 - Curtains/Blinds are still being considered.

It was agreed that moving the bin store would be re-considered at the next meeting. CP will raise this matter with the ICA at the next trustees meeting.

- b) It was agreed that PW and DB will join the working party to discuss the official opening of the Centre.

PW/DB

13-14/243 NEW COMMUNITY CENTRE LEASE

It was proposed by GP and seconded by RR that the Lease for 'The Beeches' is signed by the Chairman and Vice-Chairman of the Parish Council.

CARRIED

13-14/244 MONTHLY FINANCIAL MATTERS

- a) It was proposed by PW and seconded by HT that the bank reconciliation for March is approved.

Noted

CARRIED`

- b) There is no rate relief on the Business Rates for the Parish Council as the Council already receives relief on the MUGA and the Cemetery. The outstanding amount for 2013-14 is £189.70 which is included in tonight's accounts. It was proposed by PW and seconded by RR that in future the rates will be paid by Direct Debit.

CARRIED

- c) It was proposed by RR and seconded by BM that the April Accounts are approved and paid.

Clerk

Salaries £2,049.64
Tax & NI £415.39
Other Expenditure £6,709.88
Petty Cash £48.12
Total: £9,223.03

CARRIED

The cheques were signed by Cllr Richard Radcliffe & Cllr Paul Chaplin

- d) It was proposed by BM and seconded by HT that the Year End Bank Reconciliation is approved by the Council.

CARRIED

- e) A copy of the budget showing the year-end figures was issued to all councillors at the meeting.

- f) A Legal Topic note has been received from NALC stating that all payments to HMRC must be made electronically. A second legal topic note has been received stating that the two signature rule has been abolished. New financial regulations will need to be adopted and the council must formally put in place effective systems and arrangements compliant with proper practices as these changes are being made.

It was proposed by PC and seconded by CP that a letter of authorisation is sent to the bank allowing the clerk to make electronic payments and that two councillors (PW/RR) are nominated to meet with the clerk alternate months to authorise payments.

CARRIED

- g) It was proposed by PC and seconded by RR that The Beeches address is added to the Royal Mail Database. A cheque for £50 was issued at the meeting. Clerk

CARRIED

- h) It was proposed by PW and seconded by RR that the quotation for the Tractor Insurance is approved. A cheque for £276.39 was issued at the meeting. Clerk

CARRIED

- i) At a meeting with Ed Mayall from the Isleham Informer it was suggested that payment for Informer advertising should be taken in advance by Mr Morgan. The payments would be made into a nominated bank account (Isleham Parish Council) and there is a 2.75% charge for each transaction. Clerk/
CP

It was proposed by RR and seconded by CP that this system of payment is adopted.

CARRIED

Letters are to be sent to all those in arrears asking for payment to be made ASAP.

- j) The gang mowers have been sold for £500 to Darlow Contract Services.

13-14/245 TO APPROVE ANNUAL RETURN

- a) It was proposed by HT and seconded by RR that the accounting statement on the annual return is approved and signed.

CARRIED

- b) It was proposed by PC and seconded by CP that the annual governance statement is approved and signed.

CARRIED

- c) The notice announcing elector's rights for the accounts will be put up on 25th April 2014. The period for inspection of the accounts runs between 9th May- 6th June 2014. Clerk

13-14/246 HIGHWAYS/FOOTPATH MATTERS

- a) An email response has been received from Jason Tyrrell confirming that drainage grips will continue to be cut to allow water to run off the roads as budgets permit.

- b) Zebra Crossing – The red tactile paving has been put in. A date has still to be confirmed by Balfour Beatty to put in the Beacons; when this is arranged the line marking will be organised for the same day.

- c) A list of footpaths that need remedial works has been drawn up by JM/PW and RR and passed to the Clerk. This will be forwarded to Jason Tyrrell at County Highways for consideration in next years' budget. Clerk

13-14/247 CORRESPONDENCE/MATTERS FOR INFORMATION ONLY

- a) Weekly Highlights sent to Councillors by email.

- b) A letter had been received from Dial-a-Ride however the matter has now been resolved (County Councillors' report).

- c) A meeting was held at the Beeches on 26th March to discuss public transport in the area. A response from the consultation has not yet been received.

13-14/248 ALLOTMENT MATTERS

- a) The total rents collected for the Dunstall allotment site was £1239.60. Half of this amount is to be paid to the Dunstall Charity. A cheque for £655.80 had previously been

issued being half the rents before some plots were given up; therefore a cheque for £36 has been issued back to the Parish Council from the Charity Account.

- b) It was agreed that Mr J Taw can erect a poly tunnel on his allotment plot in line with the sizes stated in the allotment rules. (Dunstall Allotments) Clerk
- c) It was agreed that Mrs S Roberts may erect a poly tunnel and a shed on her allotment plot in line with the sizes stated in the allotment rules. (Dunstall Allotments). Clerk
- d) A letter has been received from Mrs E Downey requesting a glass house on her allotment and complaining about chickens wandering around from an adjacent plot. The Clerk has informed her that glass houses are not allowed. PC will contact the allotment tenant about the chicken/cockerel on her allotment. PC

13-14/249

PLANNING MATTERS

- a) DB Declared an interest because of his position on EDCDC planning committee Clerk
- Planning Applications**
- 14/00266/LBC The Rising Sun, 11 Sun Street, Isleham Alterations and Extensions to Outbuilding to create two en-suite letting bedrooms Mr & Mrs Pearce – fully support
- 14/00191/FUL The Rising Sun, 11 Sun Street, Isleham Alterations and Extensions to Outbuilding to create two en-suite letting bedrooms Mr & Mrs Pearce – fully support
- 14/00203/FUL Erection of a storage building at Mill Street, Isleham for Isleham Parish Council – no objection
- 14/00177/FUL Front Porch Extension 16 Malting Lane, Isleham for Mrs Rattle - no objection
- 14/00267/FUL Construct single storey extension to rear of property at 41 Beck Road, Isleham for Miss V McLeod – no objection
- b) **Planning Approvals** Noted
- 13/00024/FUL Proposed replacement dwelling at 22 Little London for Mr & Mrs Turner
- 14/00034/FUL Change of use of ground floor from hair dressing salon to solicitors reception at 4a Church Street, Isleham for Pooley Bendall Watson Solicitors
- c) **Other Planning Matters**
- Buildings Of Local Interest Consultation – The Council did not wish to respond. Clerk
- Trees/Isleham/CA Tree Works Application at 14 Robins Close, Isleham
- 14/00121/TRE Tree Works Application at 15a Church Street, Isleham

13-14/250

TO SET DATE AND CONSIDER AGENDA ITEMS FOR ANNUAL PARISH MEETING

It was agreed that the Annual Parish Meeting would be held on Monday 28th April at 7.30pm.

Agenda Items:

- Dial-a-Ride Presentation;
- Plans for play area;
- Clerk to write to the user groups;
- Refreshments will be made available at the end of the meeting.

PC left the meeting at 9.41pm

- To Consider the Sale of Luggar bank

PC returned to the meeting at 9.43pm

13-14/251

DATE OF NEXT MEETING

- a) RR proposed that an extraordinary meeting is held on Tuesday 15th at 6.45pm to discuss two sets of plans and the play area - (changed from earlier on the agenda)
Annual Parish Meeting Monday 28th April 7.30pm.
Monday 12th May – nominations for chairman/vice-chairman to be sent to the Clerk in advance of the next meeting.
Monday 2nd June 2014
The date of the July meeting will be brought forward to Monday 30th June

13-14/252

AGENDA ITEMS FOR NEXT MEETING

DB reminded Councillors to notify the Clerk of any business and payments at least 7 days before the next meeting.

There being no further business the meeting closed at 9.48pm

1. LGA 1972 s85
2. Dec of Interest Parish Councils (Model Code of Conduct) Order 2012
3. Minutes LGA 1972 Sch 12, para 41(2)

Signed:

Chairman

Date: