

**MINUTES OF THE PARISH COUNCIL MEETING HELD
MONDAY 13TH JANUARY 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 Radcliffe (RR); Cllr Mrs V Bruyneel-Smith (VBS); arrived at 7.37pm
Clerk: Mrs D Bayliss
C Cllr Schumann
Members 11
Quorum 4
0 Parishioners

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13-14/179 APOLOGIES FOR ABSENCE

C Cllr Palmer; Cllr Chaplin;

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13-14/180 COUNCILLORS DECLARATION OF INTEREST for items on agenda

CP – 13-14/190 Pay Accounts

13-14/181 OPEN FORUM FOR PUBLIC PARTICIPATION (15mins)

PW expressed the Council's congratulations to Lionel and Nancy on their 60th Wedding Anniversary.

PW asked if the meeting agendas could be put up in the Co-op.

13-14/182 MINUTES OF LAST MEETING HELD 2nd DECEMBER 2013

Cllr VBS arrived at 7.21pm

It was proposed by HT and seconded by PW that the minutes of the meeting held on 2nd December 2013 are approved and signed.

CARRIED

13-14/183 MINUTES OF LAST MEETING HELD 16th DECEMBER 2013

It was proposed by CP and seconded by BM that the minutes of the meeting held on 16th December 2013 are approved and signed.

CARRIED

13-14/184 MATTERS ARISING/CLERKS REPORT (*for information only*)

- A letter has been received from Mr Stackhouse apologising for not getting around to cutting the hedge at the front of his property and informing the Council that he will attend to it ASAP.
- It is hoped that the grass seed for the recreation ground will be donated to the Parish Council and the ground will be levelled and seeded when the area is dry and the conditions are right.
- A meeting has been held with Archial and Tillyards to discuss a number of concerns regarding the design and project management of the building and the Council are waiting for their response.
- The Clerk attended a training session on Data Protection – a copy of the presentation was given to the Councillors.

13-14/185 POLICE MATTERS

- a)
- It was agreed that the Council will write to High Street Church & the police about the parking situation on The Causeway.

13-14/186 COUNTY & DISTRICT COUNCILLORS REPORT & BUSINESS

- a)
- Nothing to report.
 - Cllrs expressed their concern about the number of pot holes and also the sloppy method of filling them. C Cllr Schumann pointed councillors to the pot hole identifier website or the shape your place website to report problems.

- DB asked if there if there is any update on the new street lights. A questionnaire should be (have been) sent out to the Council regarding siting of the new lights and reduction by 10% of the lights in the village.
- b)
 - The District Council are continuing in their investigation regarding spending/saving money.
 - RR asked if there have been any moves to join with other local councils? The District Council are considering sharing services but not joining with other District Council.

13-14/187 RECREATION GROUND MATTERS

- a) Concern has been raised that there is no access for a pushchair onto the recreation ground. A letter will be sent to the resident explaining that for the time being the recreation ground can be accessed at the back of the community centre.
- b) 2 Quotations have been received for remedial works to the MUGA. It was agreed that any decision to carry out the work will be deferred until April. Further information will be obtained from the companies and a third quote will be sought.
- c) It was agreed that the Council will go ahead with new lighting system for the MUGA which will mean that the lights will no longer be activated by the gate opening. The gate will be painted with anti-climb paint to discourage people from climbing over the gate to access the pitch. A sign will be ordered stating that this has been done.
- d) The grant application to Reaching Communities for the new play area was unsuccessful. It is not clear what other sources may be available but the Clerk will contact ECDC and the County Council to ask if they know of any sources. C Cllr Schumann suggested Improvement East who can help source funding but may make a charge, also Adizone as a possible grant source.
- e) The Council had a meeting with Adrian Fleet today (Monday 13th January) they should be able to provide drawings for the tractor/equipment store by next week.
A letter will be sent to the Football Club to say that construction of a the store will be underway ASAP.

Clerk

13-14/188 ICA REPORT

- a)
 - Philip Aspland; Diane Bayliss and Alison Oliver have stepped down from the Centre Management Committee
 - Solar Panels are still not in operation – information is awaited from the District Network Operator.
 - Donations are still being made for the landscaping around the Centre.
 - Extra Alarm Panels/Auto dialler are required for the building – the alarm panel for the Clerk's office has already been approved. A price will be sought for a panel for the changing room end of the building.

PW raised the matter of there being inadequate facilities for making tea and coffee for the WI meeting last week and whether kitchen hire and room set up is included in the cost of hiring the hall;

Concern was also expressed about dogs being brought up to the Centre – signs will be ordered stating that dogs are not allowed on the site.

CP commented that there are a few teething problems with the building and these will be ironed out over the weeks and months. A letter will be sent to the ICA for clarification on these matters.

- b) Car Park – A number of matters need addressing
The knee rail fence should have continued straight in front of the beech tree; having spoken to the planning officer and the tree officer the fence will now continue around the back of the tree to the road and a spur will come out to the curb which is protruding at the front of the car park.
A knee rail fence is needed at the back of the centre as cars are driving out of the back of the centre onto the recreation ground.
The railings need to be made right on the recreation ground side of the car park – this should be addressed with the new knee rail fence.

The ICA have requested that gates are put on the front of the car park; if this is done proper management of the locking of the gates needs to be in place. C Cllr Schumann suggested that the council put in 'rising bollards' which once enabled would allow cars to leave the car park but not enter it. The Clerk will contact Soham Town Council for more information.

Disabled markings/parking bays/

2 Delivery & Disabled Only 18 x 12

6 No entry

4 One way

3 Disabled bay signs

4 No dogs allowed signs

2 Cars parked at owners risk

Parish Office

Signs will be part of the new community centre costs – planning conditions need to be met

The Council are still waiting for UK Power Networks to disconnect the electricity supply from the car-park.

The Clerk will ask Mr Wilding to put two waste bins in the car-park.

BM asked about the current situation regarding the grant seeking; Currently the ICA are continuing to source funds to complete the internal requirements of the building.

It was agreed that a notice board is needed at the recreation ground and the Council will look at the possibility of having a shared one with the ICE.

13-14/189 CEMETERY & CHURCHYARD MATTERS

a) A meeting was held with Shane Smalley to discuss the condition of the Cemetery Wall. He has sent a report and a cost for repairing or replacing the wall. The matter will be referred to the Finance W/P and then brought back to the April meeting for further consideration.

Clerk

A letter will be sent to Shane Smalley thanking him for his report and notifying him of the decision to wait until April.

13-14/190 MONTHLY FINANCIAL MATTERS

a) It was proposed by RR and seconded by CP that the December Bank Reconciliation is approved.

Noted

CARRIED

The Councillors were notified that the Business Reserve Account and the Abbey Account have been closed.

b) CP left the meeting at 9.02pm

Clerk

It was proposed by RR and seconded by GP that the January Accounts are approved and paid.

Total Expenditure £5762.15

CARRIED

The cheques were signed by Cllr Beckett and Cllr Radcliffe.

CP returned to the meeting at 9.04pm

13-14/191 CLERKS HOURS AND OFFICE OPENING TIMES

a) It was agreed that the clerk's office will be open for 4 hours 2 days per week. A decision needs to be made as to where the Clerk will meet the public – at reception or in her office. The office will initially be open Tuesdays 10-2pm and Fridays 1-5pm.

It was proposed by BM and seconded by PW that the clerks' hours are set at 28 hours per week which will include the hours open to the public. This will be reviewed in April 2013.

CARRIED

13-14/192 HIGHWAYS/FOOTPATH MATTERS

a) Sun Street – fenced in area with barbed wire along the top – check with Mr Flatt whether he has checked whether this is at a suitable height.

Clerk

b) Zebra Crossing -

Clerk

13-14/193 ALLOTMENT MATTERS

- a) Nothing to report Clerk
- 13-14/194** **CORRESPONDENCE/MATTERS FOR INFORMATION ONLY**
- a) Weekly Highlights sent to Councillors by email. Noted
- 13-14/195** **PLANNING MATTERS**
- a) Planning Applications Clerk
- 13/01064/OUT Construction of 1no three bedroom; two storey detached dwelling and double garage at 83 The Causeway for Mr M Earl
- It was proposed by HT and seconded by PW that the council object on the grounds that there is not adequate parking for the current house and it would take two further spaces from the site and that the Council are not happy with back building in the village.
- It was proposed by JM and seconded by BM that the part about car parking is removed and the objection is made just on the grounds of not wanting back building.
- The amendment was taken first:
- 2 in favour
- Motion is fallen
- The original proposal was voted on:
- 4 in favour
- 3 against
- 3 abstained
- The chairman abstained as he is on the planning committee at ECDC.
- CARRIED
- Other Planning Matters**
- 13/01123/TRE Approval to fell sycamore at 13 The Pits, Isleham
- 13-14/196** **DATE OF NEXT MEETING**
- a) 3rd February 2014
- 13-14/197** **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 9.49pm
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: