

ISLEHAM PARISH COUNCIL
Clerk: Mrs Diane Bayliss
Chairman: Mr Derrick Beckett

MINUTES OF THE PARISH COUNCIL MEETING HELD
MONDAY 14th MAY 2012
IN THE VILLAGE HALL

Those Present;- Cllr Beckett (DB); Cllr Mrs H Thompson (HT); Cllr Mrs Wilkes (PW); Cllr Mrs R Thompson (RT); Cllr Patterson; (CP) Cllr Mrs Malkin (JM); Cllr Neal (LN); Cllr Mrs Bruyneel-Smith (VBS);
Clerk: Mrs D Bayliss
Members 11 Quorum 4
6 Parishioners

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12-13/1 ELECTION OF CHAIRMAN

It was proposed by RT and seconded by CP that Cllr Derrick Beckett is elected as Chairman of the Council for the forthcoming year.

CARRIED

12-13/2 CHAIRMAN TO SIGN DECLARATION OF ACCEPTANCE OF OFFICE

The Chairman signed the Declaration of Acceptance of Office as witnessed by the Clerk.

12-13/3 ELECTION OF VICE CHAIRMAN

It was proposed by PW and seconded by DB that Cllr Roseanna Thompson is elected Vice-Chairman of the Council for the forthcoming year.

CARRIED

12-13/4 APOLOGIES FOR ABSENCE

Cllr Chaplin; Cllr Earl; C Cllr Powley;

A letter of resignation has been received from Steven Baines.

ECDC have been notified and a notice has been posted notifying parishioners that should they wish an election to be held 10 electors must contact ECDC by 25th May. If no such request is made a co-option may be held at the next meeting. Posters advertising the vacancy have also been posted although no applications can be taken until after 28th May.

12-13/5 COUNCILLORS DECLARATION OF INTEREST for items on agenda

CP 23a Planning Application (Personal)

DB requested that it be recorded that he is also a member of the planning committee at ECDC and although he will take part in the discussions any comments made may be subject to change when he is presented with all the facts at District level and do not constitute a pre-determination of any matter.

12-13/6 OPEN FORUM FOR PUBLIC PARTICIPATION

LC asked if there was any progress on repairing the pot-holes on Temple Road;

LC - could the accounts be approved for the end of the current financial year rather than the previous years at the APM?

JF - requested a complete set of the accounts

LC – one of the centres reviewed was Over - management committee of Over requesting money from the parish council as there has been a downturn in conference bookings. (January PC meetings Over)

JF - Can the PC legally assist with the community centre? (Over minutes)

12-13/7 MINUTES OF LAST MEETING HELD 2nd APRIL 2012

It was proposed by LN and seconded by CP that the minutes of the meeting held on 2nd April are approved and signed.

CARRIED

12-13/8 MINUTES OF LAST MEETING HELD 30th APRIL 2012

It was proposed by JM and seconded by PW that the minutes of the meeting held on 30th April are approved and signed.

CARRIED

12-13/9 MATTERS ARISING/CLERKS REPORT (*for information only*)

- A representative from Sanctuary has tried to contact the tenant of the property on Church Street where the garden needs to be cut back without success, the matter

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will continue to be addressed until a resolution is reached

- A reply has been sent to ECDC outlining why the Council does not want building to take place on the Three Tree site
- The removal of the swings is in progress
- How is work progressing on the little wash/who has the key for the gate on the slipway?

12-13/10 TO APPOINT WORKING PARTY REPRESENTATIVES

FINANCE

LEADER Cllr Beckett,

Cllr Chaplin, Cllr Mrs Bruyneel-Smith, Cllr Patterson, Cllr Mrs R Thompson

POLICY REVIEW

LEADER Cllr Patterson

Cllr Neal, Cllr Mrs R. Thompson, Cllr Mrs Bruyneel-Smith,

CEMETERY

LEADER Cllr Malkin,

Cllr Mrs Bruyneel-Smith, Cllr Neal, Cllr Mrs Wilkes

ALLOTMENTS

LEADER Cllr Mrs R Thompson,

Cllr Chaplin, Cllr Mrs Malkin, Cllr Earl,

WASH

LEADER Cllr Beckett

Cllr Neal, Cllr Mrs H Thompson, Cllr Mrs Malkin,

RECREATION GROUND

LEADER Cllr Beckett

Cllr Earl, Cllr Mrs Malkin, Cllr Mrs Bruyneel-Smith,

VILLAGE HALL

LEADER Cllr Mrs. Wilkes

Cllr Earl, Cllr Mrs H. Thompson, Cllr Mrs Malkin, Glenda Preece, (Diane Bayliss, Andrew Smith)

ICA

Cllr Beckett, Cllr Mrs R. Thompson, Cllr Neal, Cllr Patterson, Cllr Chaplin,

PLANNING

LEADER Cllr Earl,

Cllr Mrs Malkin, Cllr Neal, Cllr Patterson

PARISH PLAN

Cllr Mrs Wilkes, Cllr Mrs H. Thompson, Cllr Mrs Malkin, Cllr Mrs R Thompson, Glenda Preece, (Diane Bayliss)

ENVIRONMENT/P3 WORKING GROUP

LEADER Cllr Malkin,

Cllr Mrs Wilkes

NEIGHBOURHOOD PANEL REPRESENTATIVE

Cllr's Mrs Malkin and Mrs Wilkes

FIRST AIDER

Cllr Mrs Bruyneel Smith

CHILD PROTECTION OFFICER

Cllr Mrs Bruyneel Smith

HEALTH & SAFETY ADVISOR

Cllr Mrs Wilkes

SCHOOL GOVERNOR

Cllr Mrs Wilkes

12-13/11 TO APPOINT CHARITY TRUSTEES

Lady Maynard It was proposed by RT and seconded by PW that ME is re-elected as a trustee of the Lady Maynard Charity for 4 years.

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CARRIED

Deborah Fletcher It was proposed by DB and seconded by RT that PW is elected as a trustee to the Deborah Fletcher Charity for 4 years.

CARRIED

Fen or Fifty It was proposed by CP and seconded by JM that PW is elected and Cllr's RT, DB, ME, and HT are re-elected as trustees to the Fen or Fifty Charity for 3 years.

CARRIED

12-13/12 POLICE MATTERS

- a) PCSO report – There seems to have been an increase in the number of crimes reported in the last month. The Councillors expressed concerns that there seem to be very few visits by the PCSO to the village and that there is a major problem with parking around the school.

Noted

12-13/13 VILLAGE HALL MATTERS

- a) There were no matters to report.

12-13/14 RECREATION GROUND MATTERS

- a) Bent bar on one of the mowers; There are still some remedial works which need to be carried out on the MUGA.
Football Festival was very successful, over 1000 children – 96 teams playing over the weekend.

Clerk

12-13/15 ICA REPORT

- a) The Archaeological Survey will be carried out over the next couple of weeks.
A grant application has been submitted to the Football Foundation and a decision should be made by the end of May.

12-13/16 CEMETERY & CHURCHYARD MATTERS

- a) Owing to the extremely wet weather maintenance at the cemetery has got a bit behind however this should be rectified in the next couple of weeks.
b) It was proposed by PW and seconded by HT that the exclusive right of burial is approved for Katrina Chapman.

Clerk

Clerk

CARRIED

12-13/17 COUNTY & DISTRICT COUNCILLORS REPORT & BUSINESS

- a) There was no report from the County Council
b) There was no report from the District Council

12-13/18 MONTHLY FINANCIAL MATTERS

- a) The end of year bank reconciliation was out by £20 owing to a data corruption which caused an entry to be entered twice. There is no change to the bank balance however the annual return has been altered to show £20 less
It was proposed by PW and seconded by LN that the April Bank Reconciliation is approved.

CARRIED

- b) It was proposed by PW and seconded by LN that the May Accounts are approved and paid. Owing to the resignation of Cllr Baines and Cllr Chaplin being away on holiday it was proposed by PW and seconded by RT that Mr Baines is asked to sign the cheques along with Cllr Beckett and the Clerk.
Salaries £1910.82
Tax & NI £465.20
Other Expenditure £3903.70
Petty Cash £41.27
Total: £6320.99
It was agreed that all of the finance committee will be made signatories of the bank account. VBS arrived at 7.35

Clerk

- c) The parish council insurance policy has been reviewed, additional cover has been added for personal accident for 4 manual employees, and the public liability cover has been increased from £6-£10m. This is the last year of a 3 year term with Zurich via Suffolk Acre.
It was proposed by PW and seconded by CP that the council accept the policy including the suggested changes.

Noted

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CARRIED

- d) It was proposed by CP and seconded by PW that Trevor Bowd is re-appointed as internal auditor and assuming that the new community centre build commences in the autumn that an interim audit is carried out in December.

CARRIED

- e) It was proposed by PW and seconded by CP that the clerk attends the General Power of Competence training at CPALC on 27th June at a cost of £35 and that the council pay £20 for the submission of the module to update the CiLCA qualification to SLCC.

CARRIED

New councillor training will be considered at the next meeting.

12-13/19 HIGHWAYS/FOOTPATH MATTERS

- a)
- Hedge outside 43 Beck Road – parishioner has to walk on the path;
 - Hedge on the causeway hanging over the footpath; hedge must be cut around the telephone kiosk;
 - Grass is not being cut back to the hedge on the causeway
 - Ivy on the corner of East road/Waterside
 - Pot holes waterside end of Coates Drove
 - A picket fence has been put up opposite 55 Waterside on the grass verge
 - Horse on Coates Drove – moved by the weekend

Clerk

- b) Footpath 5 – ivy needs to be cut back; a letter will be sent to the owner of the adjacent property. A complaint was received about the other end of the path however once the footpath has been ploughed and drilled the farmer has 14 days to reinstate the path so that it is passable and this has subsequently been done.
Footpath Co-op to Little London is deeply rutted; the clerk will contact Karen Whymark at the County Council to see who is responsible for levelling this.

Clerk

12-13/20 WASH MATTERS

- a) There are still one or two things that need finishing by Birse on the Little Wash. The EA should be providing keys for gate on the slipway.

Clerk/
DB

12-13/21 ALLOTMENT MATTERS

- a) It was agreed that a letter should be sent to the allotment holder who has not responded to a previous letter asking him to clear the weeds from his plots. He will be notified that he has broken the contract and has two weeks to clear the plot or the parish council will clear it and re-let it.

Clerk

It was proposed by RT and seconded by CP that the rules are changed to state that after an initial written request to clean a plot, two weeks' notice will be given for the tenant to clear it or it will be re-let.

CARRIED

12-13/22 CORRESPONDENCE/MATTERS FOR INFORMATION ONLY

- a) Weekly highlights have been forwarded to councillors by email. Noted
- b) CAPALC Noted
- c) County Farms Newsletter Noted
- d) Thank you letter from CAB Noted
- e) Thank you letter from Staploe Transport Noted
- f) Street Lighting Briefing – Clerk to attend the meeting Noted

12-13/23 PLANNING MATTERS

- a) **Planning Applications**
12/00291/FUL demolition of one half of double garage and erection of 1no new four bed detached house at 14 Robins Close, Isleham for Mr J Hancock – the council object to the proposal on the grounds that this is an overdevelopment of the site; it is too near the bank; it is out of line with existing houses; and there are potential problems with access and parking. Clerk
- b) **Planning Approvals**
12/00165/FUL Erection of a single storey front extension & associated works at 24 Hall Barn Noted

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Road for Mr & Mrs Myson

- c) **Planning Refusals**
12/00189/FUL Extension & replacement roof, double garage at 3 Hall Barn Road, Isleham for Mrs Lister

Noted

- d) **Other Planning Matters**
RT declared a personal interest
It was agreed that the clerk will write to Forest Heath stating that the council have major concerns about development at the Marina, and to ask if they could notify IPC of any further development on the site; particularly floating homes. Further increase in building is increasing the flow of traffic on Waterside and the waste from the boats is polluting the river.

12-13/24 TO RECEIVE RECOMMENDATION FROM ANNUAL PARISH MEETING

- a) 1. The amount of the Dunstall Apprentice Grant should be increased to £230
2. A request was made by the pre-school to use the recreation ground for a BBQ on Saturday 16th June.

It was proposed by PW and seconded by HT that Dunstall Apprentice Grant is increased to £230.

CARRIED

It was proposed by LN and seconded by PW grant permission for the BBQ subject to the risk assessment and health and safety paperwork being approved by the Clerk and verified by the H & S Officer.

CARRIED

12-13/25 DATE OF NEXT MEETING

- a) a) 11th June 2012
Apologies VBS/HT

12-13/26 AGENDA ITEMS FOR NEXT MEETING

No matters were raised for inclusion in the agenda for the next meeting. DB reminded Councillors to notify the Clerk of any business and payments at least 7 days before the next meeting.

Presentation of Jubilee Mugs on Thursday 31st May at 9.00am.

- a) There being no further business the meeting closed at 8.49pm

- 1) LGA 1972 s85
- 2) Dec of Interest Parish Councils (Model Code of Conduct) Order 2007 Part 2
- 3) Model Code of Conduct s 12 (2)
- 4) Minutes LGA 1972 Sch 12, para 41(2)

Signed:

Chairman

Date: