

**MINUTES OF THE PARISH COUNCIL MEETING HELD  
7<sup>th</sup> OCTOBER 2014  
AT THE BEECHES**

**Those Present;** - Cllr Beckett (DB); Cllr Patterson; (CP) Cllr Mrs H Thompson (HT); Cllr Mitchell (BM); Mrs P Wilkes (PW); Mrs G Preece (GP); Cllr Radcliffe (RR); Cllr Mrs Malkin (JM); Cllr Chaplin (PC); Cllr Neal (LN); Cllr Mrs V Bruyneel-Smith (VBS) arrived at 7.25pm

Members 11

Quorum 4

C Cllr Schumann;

Emma Grima (ECDC)

7 Parishioners

		P	Action
<b>14-15/111</b>	<b>APOLOGIES FOR ABSENCE</b> C Cllr Palmer;	1	
<b>14-15/112</b>	<b>COUNCILLORS DECLARATION OF INTEREST</b> for items on agenda DB 14-15 - Planning Application - Personal PC 122/b Acoustic Panels - Prejudicial GP CAB Donation - Personal	2	
<b>14-15/113</b>	<b>OPEN FORUM FOR PUBLIC PARTICIPATION (15mins)</b> A request was made about whether a surgery can be held either at the Limestone Community Centre or at The Beeches as there is now no bus to the surgery. A letter will be sent to the Staploe Medical Centre requesting this. A query was raised about the possibility of new dwellings on Pound Lane opposite the Chapel. Members of Pound Lane are concerned about the lack of parking in the street and whether this might be made worse. They have asked for extra parking previously on the land but this had not been approved. DB reported that provision would be made for parking at the new properties and that any development should include provision of a new footpath on that side of the road.		
<b>14-15/114</b>	<b>PRESENTATION BY EMMA GRIMA ON USE OF CIL MONIES</b> DB welcomed Emma Grima from ECDC. Emma Grima gave an informative presentation on the new Community Infrastructure Levy (CIL) which in some aspects replaces section 106. In the past all the section 106 monies went to the District and County Council but now 15% must be transferred to the parish where the build has taken place. This system will remain in place for at least a year and can only be changed by government legislation. Of the remaining 85%, administration of CIL is 5% and the remaining 80% goes to the councils regulation 123 list which this year comprises Ely Leisure Village; Littleport Secondary School and the Soham Railway. A proposed revision for next year would include upgrading the A14 and the Ely Southern By-pass. No funds have so far been allocated as there are insufficient funds available to make it worthwhile doing so. A CIL projections list will be produced every quarter. Over the next 3 years approximately £17,955 may be allocated to Isleham subject to any reduction due to self-build relief which would reduce the figure to £13,905. Isleham received £1,214.76 in October with a further £3,642.78 to be paid in April 2015. The money must be spent in accordance with the regulations and although it is quite difficult to breach these, the Council need to be able to justify what the money is spent		

on. It can be spent on any infrastructure project that the public can access – public open space; pavilions; village halls – indeed anything that will benefit the community as a whole.

The Council will need to prepare a project plan showing where they want to spend the money and send it to Emma Grima at the District Council for approval. The Parish are required to spend the money within 5 years of receipt. If the project is likely to take longer than that then it is better to leave it with ECDC – the clock only starts ticking when the money is transferred to the council. After this the District Council regain control of expenditure however they will work with the Parish to allocate the funds to a suitable project.

The Parish Council are also under obligation to report the infrastructure levy and must publish each year how much was received, how much has been spent and how much is being carried forward.

(VBS) arrived at 7.25pm

**14-15/115 MINUTES OF LAST MEETING HELD 8<sup>th</sup> SEPTEMBER 2014**

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It was proposed by HT and seconded by PC that the minutes of the meeting held on 8<sup>th</sup> September 2014 are approved and signed.

CARRIED

**14-15/116 MATTERS ARISING/CLERKS REPORT (*for information only*)**

None

**14-15/117 POLICE MATTERS**

- a) VBS has had two number plates stolen from her driveway.  
An elderly couple in the village had a large amount of money stolen via a telephone scam.
- b) No comments were made about the report on the Parish Conference.

**14-15/118 COUNTY & DISTRICT COUNCILLORS REPORT & BUSINESS**

- a) C Cllr Schumann confirmed that the Ely Southern by-pass will be going ahead. Both County Councillors will be meeting with council members to discuss when it work will commence.  
After a productive meeting with a representative from Network Rail we have assurance that both the County Council and Network Rail are keen to see Soham station move on to the next stage (Grip 3). They were hopeful that the station could coincide with the project planned that would dual the line around Newmarket, planned for 2017.  
HT mentioned that East Fen Drove is in need of repair; JS will talk with the Highways Officer and liaise with the Clerk.
- b) There was no report from the District Councillor.

**14-15/119 RECREATION GROUND MATTERS**

- a) Enquiries will be made and quotations will be sought for surfacing in front of the Kick Wall. Depending on the cost it may be possible to pay for the surfacing using CIL monies. The tennis nets need pressure washing and the wire straightening and the rings on the post need lifting.
- b) It was agreed that a storage container can be put up for the Football Club (without a solid base – slabs can be used) as long as they take it down at their own cost.
- c) It was proposed by RR and seconded by CP that the Council delegate authority to the clerk to accept the quotation for the sub-metre for the MUGA lighting.

Clerk

CARRIED

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- d) It was proposed by PW and seconded by RR that Mr Wilding is asked to erect some knee rail fencing across the centre of the disabled parking bays to prevent cars from driving from one side of the car park to the other across the footpath.

CARRIED

- e) It was proposed by RR and seconded by GP that the Youth football club are offered a 10% discount for using the MUGA for 12 weeks at 8 sessions (£1,225.92) subject to 50% being paid immediately and the other 50% 6 after 6 weeks. The payment for the next financial year should be made in advance. Refunds would be subject to adverse weather conditions.

Clerk

CARRIED

- f) Quotations will be sought for remedial works to the MUGA. This will include cleaning/brushing and levelling.

Clerk

**14-15/120 PLAY AREA MATTERS**

It was proposed by JM and seconded by RR that CP and the Clerk are delegated to inspect the play area monthly.

Clerk

CARRIED

3 signs will be ordered for the play area giving contact details and stating no ball games/bikes/scooters/skate boards to be used.

Purchase of additional equipment was deferred to the November meeting as no information on funds raised by 'Beach to the Beeches' had been received by the Council.

It was proposed by RR and seconded by CP that two picnic tables with wheelchair access are ordered for the play area.

Clerk

CARRIED

**14-15/121 CEMETERY MATTERS**

- a) A report has been received from Cathy White at ECDC on the Lime Trees at the back of the cemetery. BM & JM will visit Mrs Cowgill to discuss the issues with the wall and report back to the next meeting.

JM/BM

- b) It was proposed by PW and seconded by PC that the Exclusive Right of Burials are approved.

CARRIED

- c) It was agreed that Mr Wilding will provide a price for preparing a base for the turning head in the Cemetery and that Greys at Soham will be asked for a price to tarmac the area.

TW

- d) PW will contact the PCC and ask them to write to the Council with the cost of repairing the clock.

PW

**14-15/122 ICA REPORT**

- a) A number of issues were raised at the IPC/ICA meeting:

- It was agreed that the Council will write to Highways asking if it is possible to have signs pointing to the Beeches; it was thought 4 should be sufficient – at the top of Pound Lane; at the top of The Pits; one outside the centre and one at the far end of Malting Lane.
- It was agreed that there should be a break glass box housing a key to the Clerks' office in the manager's office.
- It was agreed that the Parish notice board could be shared with the council in consultation with the clerk.

- A thank you board needs to be sited in the foyer. It was agreed in principle that the council would contribute to the cost of this. (CP is to bring a proposal for consideration at the next meeting.)
- A meeting to discuss the roadway is being arranged for the week commencing 27<sup>th</sup> October
- The Councillors agreed that the Parish Council should retain responsibility for the MUGA.

b) It was agreed that payment for the acoustic panels will be discussed at the November meeting after the budget meeting.

**14-15/123 MONTHLY FINANCIAL MATTERS**

a) It was proposed by RR and seconded by PW that the September bank reconciliation and petty cash reconciliation are approved.

Noted

CARRIED

b) It was proposed by PW and seconded by HT that the Council make a donation of £140 to the Citizens Advice Bureau.

CARRIED

c) It was proposed by PW and seconded by PC that the October Accounts are approved and paid.

Clerk

Salaries £2,806.72  
 Tax & NI £738.81  
 Other Expenditure £79,182.61  
 Petty Cash £51.48  
 Total: £82,779.62

CARRIED

d) The cheques were signed by Cllr Chaplin and Cllr Radcliffe  
 The half yearly Budget Report was distributed to councillors. Anything to be included in next years' budget to the clerk before the budget meeting.

Full C

e) The Budget Meeting Date is Tuesday 28<sup>th</sup> October 2014.

Full C

**14-15/124 CONCLUSION OF AUDIT**

The Annual Return has been returned by the External Auditor. There were two items for attention – internal audit procedures and risk management policies, both of which will be reviewed by the Policy Review Working Group.  
 The relevant notice and a copy of the Annual Return will be posted on the notice-board for 14 days.

Clerk

**14-15/125 HIGHWAYS/FOOTPATH MATTERS**

a) There is a large pothole on the corner of Beck Road and Sheldricks Road.

Clerk

b) RR & HT attended a Future Transport meeting which was to consider proposals to the bus routes prior to a decision being made by the County Council. The routes that affect Isleham are the 203 and 204.

203 – This service would continue as now operated with ESDAR and the route has been modified to meet the needs of those casual users.

204 The options were to retain or withdraw the service. The surveys carried out identified 2 users of this service. It was agreed that this did not represent good value and those attending agreed with the recommendation to remove the service. This recommendation will be considered and if the service is to be withdrawn there will be a notice to that effect. No clear timescale could be given for ending the service but it was thought it would be approximately 3 months.

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- c) A request has been received from ECDC asking the Parish Council if they would like to take over responsibility for a piece of land in Festival Road and at the Lime Kilns. The two areas are of no particular value to the parish and therefore it was agreed to leave them under the care of the District Council. Clerk/  
DB
- d) GP and JM will attend the Parish Partner Networking Meeting
- 14-15/126 CORRESPONDENCE/MATTERS FOR INFORMATION ONLY**
- a) Weekly Highlights sent to Councillors by email. Noted
- b) In response to an email from Ms Turner the council will contact the dog warden about dog fouling on Malting Lane. They will also contact the school to ask them to put an article in the informer. Additional signs for Malting Lane will be sought. Clerk  
The Council will contact the Highways department about the encroachment of grass onto pathways on Station Road.
- 14-15/127 TO NOMINATE CHARITY TRUSTEES**
- It was proposed by BM and seconded by PW that Cllr Beckett is nominated to the Lady Maynard Charity.
- CARRIED
- It was proposed by BM and seconded by PW that Cllr Beckett is nominated to the Deborah Fletcher Charity.
- CARRIED
- 14-15/128 ALLOTMENT MATTERS**
- a) Nothing to report. Clerk
- b) The allotment rents will be collected on Monday 27<sup>th</sup> October between 7.30 and 8.30pm at the Beeches.
- 14-15/129 ORCHARD MATTERS**
- Nothing to report.
- 14-15/130 WASH MATTERS**
- The tree on the wash has still not been cleared away. The Chairman will speak to Mr Cafarelli again to see if he can remove it ASAP. DB
- 14-15/131 PLANNING MATTERS**
- a) **Planning Applications**
- 14/00990/FUL Carry out loft conversion, replace existing kitchen flat roof with new pitched roof, and internal alterations to existing building for Mr & Mrs Beckett – NO OBJECTION
- 14/00853/FUL Proposed stable block to replace existing buildings at 9 Prickwillow Road, Isleham for Mr Carl Rutterford – NO OBJECTION
- 14/00788/FUL Construction of 4 bed dwelling to the rear of 18 Little London, Isleham (Amendment) for Mr T Drayton (NOTED)
- b) **Planning Approvals** Noted
- 14/00520/FUL Proposed change of use of the Old Comrades Club to four flats including demolition of rear extension at 21 Church Street, Isleham for Mr Tom Neet.
- 14/00599/FUL Two storey side extension at 17 Mill Street
- c) **Other Planning Matters**
- 14/00867/TRE & Trees/Isleham/CA Tree Work Approval at 11 The Pits, Isleham
- 14/00849/FUL Loft Conversion at 2 Beech Close has been withdrawn
- 14-15/132 DATE OF NEXT MEETING**
- a) Monday 3<sup>rd</sup> November  
Monday 1<sup>st</sup> December  
Monday 12<sup>th</sup> January 2015
- 14-15/133 AGENDA ITEMS FOR NEXT MEETING**

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*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

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:** .....