

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



Notice of Meeting: Full Council

Time: 7.15pm

Date: Monday 7th August 2023

Venue: The Beeches

All members of the Council are hereby summoned to participate in a meeting of Isleham Parish Council for the purpose of transacting the business as set out below.

Members: 11 Quorum: 4

IN ORDER TO REDUCE THE LENGTH OF MEETINGS IT WOULD BE APPRECIATED IF YOU WOULD CONTACT THE CLERK A MINIMUM OF 5 WORKING DATES BEFORE ANY MEETING IF YOU HAVE ANY QUERIES OR NEED FURTHER INFORMATION THAT WOULD BE HELPFUL

THIS MEETING IS OPEN TO THE PUBLIC (INCLUDING THE PRESS)

Mr Richard Liddington – Clerk to Isleham Parish Council Tuesday 1st August 2023

		Action
23-24/068	APOLOGIES FOR ABSENCE LGA 1972s95	
23-24/069	DECLARATION OF INTEREST	
23-24/070	OPEN FORUM FOR PUBLIC PARTICIPATION (15mins)	
23-24/071	TO APPROVE MINUTES OF MEETINGS HELD: Monday 3rd July	
23-24/072	MATTERS ARISING / CLERKS REPORT (also see appendix 1)	
(a)	Bloor Site Meeting Update	
(b)	Replacement Sprayer	
(c)	Priory Car Park	
(d)	Station Rd skips	
(e)	Sunnica	
23-24/073	COUNTY & DISTRICT COUNCILLORS REPORT & BUSINESS	
(a)	County Councillors Report <ul style="list-style-type: none"> - <i>LHI 22-23 Fordham Rd</i> - <i>Grip cutting</i> - <i>Hall Barn Rd /Nature Reserve Footpath</i> 	
(b)	District Councillors Report	
23-24/074	PLANNING MATTERS	
(a)	Planning Applications:	
	DC/23/1064/HH Householder planning application - a. install one side dormer; b. insertion of four roof lights. Location 19 Isleham Marina, Kingfisher Fen Bank West Row Suffolk. Mr And Mrs Paul Bowler	
	23/00816/TRE G1 Sycamore x4 - Remove due to proximity and potential to damage to locally important clunch wall. Willing to replant with more suitable tree species. The Corner House 13 Robins Close Isleham	
(b)	Planning Approvals	
	23/00625/TRE T1 Sycamore - Reduce crown by 3m all over. T2 Sycamore - Remove 20 Robins Close Isleham	
	23/00514/FUL Proposed external porch. 9 Beech Close Isleham	
	Appeal decision: APP/V0510/W/22 The High House, 41 Mill Street, Isleham Appeal A Ref: APP/V0510/W/22/3300435	
	1. The appeal is allowed and planning permission is granted for the two bed	

	annexe outbuilding to be used as a separate 2-bed dwelling house. Alterations to front boundary walls including repair works, reinstating of coping stone, railings and entrance gate at The High House, 41 Mill Street, Isleham, Cambridgeshire, CB7 5RY in accordance with the terms of the application, Ref 22/00282/FUL, dated 5 March 2022, subject to the conditions in the attached schedule 1. Appeal B Ref: APP/V0510/Y/22/3300436 2. The appeal is allowed and listed building consent is granted for the two bed annexe outbuilding to be used as a separate 2-bed dwelling house. Alterations to front boundary walls including repair works, reinstating of coping stone, railings and entrance gate at The High House, 41 Mill Street, Isleham, Cambridgeshire, CB7 5RY in accordance with the terms of the application, Ref 22/00312/LBC, dated	
(c)	Planning Refusals	
(d)	Other Planning Matters	
23-24/075	POLICE MATTERS	
23-24/076	PLAY AREA & SKATEPARK	
(a)	Wicksteed Report February 2023 FYI only	
(b)	Play Area Tunnel	
23-24/077	RECREATION GROUND MATTERS	
(a)	Tractor Shed	
(b)	Recreation Ground Perimeter Fence	
(c)	Recreation Ground Hedge	
(d)	2024 Village Gala	
(e)	Independent Football Club Request	
(f)	IUYFC 2024 Football Tournament	
(g)	ICE Tug of War	
23-24/078	CEMETERY & CHURCHYARD MATTERS	
(a)	Burials AC	
23-24/079	ICA REPORT/THE BEECHES	
(a)	Trustee Report (MT)	
(b)	ICA Representative	
(c)	Solar Panels (AD)	
23-24/080	MONTHLY FINANCIAL MATTERS	
(a)	Pay Accounts – see appendix 2	
(b)	To Approve Bank Reconciliation for August 2023 – see appendix 3	
(c)	Dunstall Charity (AB)	
(d)	Letting charge	
23-24/081	HIGHWAYS/FOOTPATH MATTERS	
(a)	LHI - Fordham Rd 2022 – 23 - Pound Lane 2023-24	
(b)	VAS Signs	
(c)	Adopt a Bench Request	
(d)	Boundary House Lampost	
23-24/082	PARISH COUNCIL POLICY UPDATES AND REVIEW	
(a)	Finance Working Party Meeting	
(b)	Revised Working Party Dates	
23-24/083	CORRESPONDENCE/MATTERS FOR INFORMATION ONLY	
(a)	Peter Bishop correspondence	
23-24/084	ALLOTMENT MATTERS	
	Stable Proposal (MT)	
23-24/085	ORCHARD MATTERS	

	Councillor Report	
23-24/086	WASH MATTERS	
	Report From Recent Committee Meeting	
23-24/087	EXCLUDED MATTERS Clerk –additional hours May – July Staff Vacancy Staff wellbeing RFO Probationary Period	
23-24/088	DATE OF NEXT MEETINGS	
	Monday 4 th September	
	Monday 2 nd October	
23-24/089	AGENDA ITEMS FOR NEXT / FUTURE MEETING Village Sign	

R. D. Liddington

Appendix 1 July action

Agenda No	Action Point	Responsible	Action undertaken
049	Complete and distribute draft mins	Clerk	4.7 Completed
050	Share PIP with AN and AB	Clerk	4.7 emailed
	Pursue Bloor update	Clerk	10.7 requested update from Bloor
	Close and share results of survey with AN	Clerk	4.7 emailed
	Commission gutter cleaning	MC/Clerk	Answerphone messages x2 left for Darren Murfitt
052	Complete planning responses Share 'Called in' applications with	Clerk	6.6. Planning responses submitted 6.6 Applications shared with JH and RR
054	Contact ECDC re removal of graffiti	Clerk	9.7 work completed
055	Contact company re MUGA letting	Clerk	10.7 replied
	Confirm ICC request	Clerk	5.7 email sent to JS
	WP meeting re fence / hedge Clarify planning implications re hedge	Rec WP AN	7.7 Meeting held. 10.7 Tenders sought from -Sam Earl -Steve Flemming -SP landscapes - Fordham Landscapes emailed ECDC re EY land and fencing line See Aug agenda
	Purchase replacement sprayer	DB MC AH	Completed see Aug agenda
056	Confirm memorial approval	Clerk	5.7 emailed approved
058	Complete Pay accounts	JH	
	Complete FINR contribution	JH	

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059	Pursue VAS incl contact Chippenham PC	Clerk / AD	17.7 Morelock signs quote rec'd agenda item
	Contact resident re Priory parking	Clerk	10.7 Letter hand delivered. Ignored
	Pursue grass cutting Cutting maps to Env WP	Clerk	6.7 Priory car park cut by TW and RL 4.7 Maps sent
	Pursue footpath completions	Clerk	17.6 emailed MG for an update. Ongoing chase
060	Distribute proposals and finance policy for improving effectiveness of meetings	Clerk	16 / 17.6 emailed to all councillors
061	Respond to Neighbourhood Plans	Clerk	17.6. emailed response to Reach NP and completed Sutton PC online survey
	Contact ECDC re Sanctuary housing	Clerk	28.7 emails sent to both ECDC housing team and Sanctuary housing. No register available from ECDC
	Respond to Mr Bishop	Clerk	4.7 emailed relevant mins
Other	Reported unemptied dog bin FS-Case-530409715		
	Informer article		
	Requested written reports from CCC and ECDC councillors – MG responded affirming		
	Requested cutting back of Beck Rd hedge – discussed with landowner and accepted that this can't be undertaken until October		
	Requested update from Green Hat construction re date for cladding replacement – no response		
Carried forward from previous meetings			
035a	Organise and complete identified work at The Beeches: - Guttering - Block paving - Cracks - Service hatch - Wood stain	Clerk	Left answerphone message for Darren Murfitt
035a	Organise and complete identified work at The Beeches - Stain fencing - Reposition post box - Window clean - Wash patio	ICA	
032	Repairs to rope swing	TW	
22-23 251	Established ownership of parcel of verge on Church Lane		
02-03/ 255	Tree grant applications for Bloor land		
02-03 257a	Proposals for concrete patio	ICE	

Pay Accounts 7th August 2023

Payments made since last meeting									
Log	Payee	Invoice Date	Invoice Number	Item	Net	VAT	Total	Power	Payment
93	JCS Bookkeeping and Payroll	24/06/2023	1176	Salary Preparation June 2023	£66.80	£0.00	£66.80	LGA 1972 S112	PAID 10/07/2023
94	HMRC	24/06/2023		Salaries Tax/Ni June 2023	£160.86	£0.00	£160.86	LGA 1972 S112	PAID 10/07/2023
96	Smart Pensions	30/06/2023		Pensions June 2023	£97.10	£0.00	£97.10	LGA 1972 S112	DD 30/06/2023
100	Unity Trust	30/06/2023		Service Charge	£28.95		£28.95	LGA 1972 S112	DD 30/06/2023
106	Lloyds Bank	17/07/2023		Cartridges/Zoom	£232.91	£45.98	£278.89	LGA 1972 S111	DD July
111	Isleham Parish Council	31/07/2023		Salaries July 2023	£2,195.87	£0.00	£2,195.87	LGA 1972 S112	PAID 31/07/2023
112	Anglia Sprayers	26/07/2023	120389	Gem Sprayer	£2,650.00	£530.00	£3,180.00	OSA 1906 S9 and S10	PAID
Paid Prior to Meeting							£6,008.47		
Payments to be made after this meeting									
	Payee	Invoice Date	Invoice Number	Item	Net	VAT	Total	Power	
95	Cam Alarms	26/06/2023	106371	Fire Alarm 3 Monthly Service	£129.45	£25.89	£155.34	OSA 1906 S9/S10 and LGA 1972 S214	
97	The Beeches	28/06/2023	7270	Changing Room Cleaning April-May 2023	£333.67	£66.73	£400.40	OSA 1906 S9/S10 and LGA 1972 S214	
98	East Cambridgeshire District Council	01/08/2023	3.08E+08	Non Domestic Rates 2023/25 South Side Cemetery	£30.00	£0.00	£30.00	OSA 1906 S9/S10 and LGA 1972 S214	

99	East Cambridgeshire District Council	01/08/2023	9.08E+08	Non Domestic Rates 2023/25 North Side Cemetery	£13.00	£0.00	£13.00	OSA 1906 S9/S10 and LGA 1972 S214
101	S P Landscapes & Tree Contractors	30/06/2023	21956	Cutting Grass around Rec and Village	£996.02	£199.20	£1,195.22	OSA 1906 S9 and LGA 1972 S214
102	Balfour Beatty	05/04/2023	140042	Maintenance Contract	£24.00	£4.80	£28.80	PCA 1957 S3 and HA 1980 S301
103	Earl Contracting	11/07/2023	173	Recreation Ground Labour	£600.00	£120.00	£720.00	PHA 1875 S164
104	Veolia	30/06/2023	1204376	Cemetery Bin Rental June	£105.90	£21.18	£127.08	LACO 1977/1986
105	Veolia	30/06/2023	1204377	Cemetery Bin Excess Weight June	£6.12	£1.22	£7.34	LACO 1977/1986
107	East Cambridgeshire District Council	03/03/2023	9.01E+08	Annual Bill for All Weather Sports Pitch	£0.00	£0.00	£0.00	OSA 1906 S9/S10 and LGA 1972 S214
108	JCS Bookkeeping and Payroll	26/07/2023	1184	Salary Preperation July 2023	£52.50	£0.00	£52.50	LGA 1972 S112
109	HMRC	31/07/2023		Salaries Tax/Ni July 2023	£110.00	£0.00	£110.00	LGA 1972 S112
110	Tim Wilding	31/07/2023	Expenses	Fuel/Refuse Sacks/Mileage	£57.50	£10.42	£67.92	OSA 1906 S9 & S10 LGA 1972 S214

Paid After Meeting £2,907.60

Total Expenditure £8,916.07

Appendix 3 Bank Reconciliations

Unity Trust

Date: 03/07/2023

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Time: 11:20

Bank Reconciliation Statement as at 30/06/2023
for Cashbook 1 - Current Bank Account - New

User: CLERK

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Current (710)	30/06/2023	124	46,619.14
Unity Trust Account (723)	30/06/2023	96	119,016.61
			165,635.75
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			165,635.75
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			0.00
			165,635.75
		Balance per Cash Book is :-	165,635.75
		Difference is :-	0.00

Redwood

Date: 03/07/2023

Isleham Parish Council

Page 1

Time: 16:21

Bank Reconciliation Statement as at 30/06/2023
for Cashbook 2 - Redwood Bank

User: CLERK

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Redwood Bank	30/06/2023	34	85,000.00
			85,000.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			85,000.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			0.00
			85,000.00
		Balance per Cash Book is :-	85,000.00
		Difference is :-	0.00