

**MINUTES OF A MEETING OF ELTISLEY PARISH COUNCIL HELD ON TUESDAY 10<sup>th</sup> SEPTEMBER 2019 AT 7.30 PM AT THE CADE**

**PRESENT:**

Cllr R Pinner (Chairman)  
Cllr M Cropley  
Cllr A Weldon  
Cllr S Ellis  
Cllr J Pettifor  
Miss J Bowd (Parish Clerk)

**IN ATTENDANCE:**

County Cllr M Smith  
District Cllr M Howell  
No members of public

The Chairman opened the meeting by welcoming Cllr S Ellis following his co-option to the Council.

**37. Apologies.**

To receive and accept Apologies for Absence.  
District Cllr N Wright

**38. Declarations of Interest.**

To receive Declarations of Interest – Personal and/or prejudicial and the nature of those interests relating to items on the agenda.

Cllr R Pinner Community speed watch  
Cllr A Weldon declared an interest in The Cade/Six villages newsletter

**39. Minutes.**

To confirm the Minutes of the Meeting held on 9<sup>th</sup> July 2019.

**Resolved:** That the minutes 9<sup>th</sup> July 2019 be signed as a true and correct record. All in favour (prop Cllr Cropley 2nd Cllr Weldon).

**40. Public Forum**

To allow any member of the public to address the council. Time Allowed 10 minutes.

**None**

**41. District and County Councillor Reports**

To receive verbal reports from district and county councillor

County Cllr M Smith: Highways matters- the pipe in Potton End has been jetted to clear obstruction. Development at 82 Caxton End is being looked into to see if it has encroached onto the highway. There is a stakeholder meeting on 2<sup>nd</sup> October regarding the A428. The damaged direction sign on B1040 is noted and replacement on order. The Police are not supporting any weight limit restrictions but Cllr Smith expressed her support for our application despite this.

Cllr Weldon asked why HACT bus fare is higher for Eltisley residents than other villages. She also asked if hedge over footpath on B1040 could be cut back.

Cllr Pinner queried if HACT could be used to assist with out of school activities when parents cannot collect pupils. It was suggested that HACT be contacted to discuss.

Cllr Pinner also raised need to improve surface of bridleway 2.

District Cllr Howell: SCDC are now offering "green grants" details are on the website. Cllr Ellis did attend the zero carbon event and reported on some good initiatives however date for grant

applications is 31<sup>st</sup> October 2019 so very short time to prepare an application. It was agreed that residents should be invited to get involved ready for a proposal next year.

Planning: Lack of planning officers has resulted in an outside company being employed to assist. Lack of local knowledge has increased the number of appeals. Contact centre has seen an increase in abandoned calls, this is being investigated.

Ice rink at Marshalls Cambridge has had £2.4m investment from SCDC which will now bring revenue.

Scams continue to be a concern especially those that are targeting the most vulnerable in society.

Cllr Pinner asked about the replacement litter bin which has still not been reinstated.

Cllr Weldon asked why 4 bungalows in Caxton End are not getting replacement doors and windows.

Cllr Pinner asked if there was any guidance for listing assets of community value.

#### **42. Matters arising from previous meeting.**

(i) A428- pressure group

Chairman reminded members that this was raised at the AGM, Cllr Smith advised that CCC are only consultees but that she would arrange a meeting if required so that CCC are aware of all Parish concerns. This will be arranged after the event on 2<sup>nd</sup> October as this may answer some of the queries. Cllr Pettifor and Cllr Weldon agreed to attend.

(ii) Village Drainage

Cllr Pinner reported that the last village working party checked the culverts in Potton End, there is one area of concern still to be rectified, and this will continue to be monitored as resident is aware of the need to carry out the work.

(iii) The Green- bollards

Cllr Pinner tabled a quote for the work to be carried out £3850 plus VAT. Members considered this very expensive and it was agreed that the next working party would look at carrying out the work. A date of 26<sup>th</sup> October was agreed.

(iv) Asset of community value.

Cllr Pinner reminded members that this item was brought back from the July meeting to allow time for consideration. It was felt that the management and the owners of the Eltisley should be advised of the application. The Clerk is to speak to SCDC prior to proceeding with an application to register The Eltisley.

(v) VE day 75

Cllr Weldon advised that The Cade is booked and the WI and History Society are involved.

Current idea is for a street party and period dress.

Parish Council support the initiative.

(vi) Play Area

Mr C Bell has agreed to repair the roof to the shelter.

The village working party will look at removing the stepping logs.

#### **43. Clerks Report**

To receive written report.

Meeting Dates: –

Full Council – Tuesday 12<sup>th</sup> November

Items to report.

- Credit note refund £110 plus VAT from Bradgate in respect of recent issues with grass cutting ( July)
- Notice of Cambridgeshire ACRE's AGM  
**Date:** Wednesday 25 September 2019  
**Time:** 2.00pm - 5.00pm  
**Venue:** Little Downham Village Hall, Main Street, Little Downham, Ely, CB6 2ST

#### **44. Members reports.**

(i) Parish Forum.

None held.

(ii) Village working party.

Cllr Pinner reported a good turnout of 12 residents. Lower branches trimmed from trees around The Green, culverts cleared  
Cllr Pinner has timber treated the bridge in the pocket park and inspection cover replaced. Timber purchased at a cost of £140.00 to repair seat on The Green. Cllr Pinner and Cllr Pettifor will do the work on Friday 13<sup>th</sup> September 2019.

(iii) Parish plan survey

Group met last week.

Looking at ways to disseminate information quicker around the village. Cllr Ellis to speak with admin of current village Facebook page to see if this can be used. He also agreed to meet with the webmaster to review the current website.

Cllr Pettifor asked the group to look at IT support events for residents. It was suggested that grant funding may be available to facilitate this.

It was agreed that 3 new NHW signs should be purchased.

Mrs J Booth to look at funding for outdoor gym equipment.

Awaiting information on a hard surface for cricket practice area.

(iv) Community gritting.

Cllr Pinner outlined issues with current salt not being compatible with the gritter provided.

Suggest that application made to CCC for 2 grit bins in the village to replace the hand machine that is ineffective.

## 45. Finance and Risk.

45.1 To approve renewal of annual insurance policy

**Resolved:** That the renewal be agreed (Prop Cllr Pettifor 2<sup>nd</sup> Cllr Weldon) All in favour,

45.2 To note the bank reconciliation as at 2<sup>nd</sup> September 2019.

**Noted**

45.3 To note the budget report of 2<sup>nd</sup> September 2019.

**Noted**

45.4 To note problem with obtaining VAT refund – HMRC

Clerk spoke advising of the changes to the way refunds are applied for. The new online system seems to have issues which means that refunds are not being received. HMRC are not available on the telephone.

45.5 To appoint an internal auditor for 2019/20

**Resolved:** That Mijan Ltd be appointed as internal auditors for 2019/20 (Prop Cllr Pinner 2<sup>nd</sup> Cllr Pettifor) All in favour.

45.6 To approve Financial Regulations 2019.

**Resolved;** That the Financial Regulations be approved (Prop Cllr Weldon 2<sup>nd</sup> Cllr Pettifor) All in favour.

45.7 To note the fund raising donation towards outdoor gym equipment £460.00

**Noted:** Clerk to write to Mrs Pinner to thank her for the donation.

45.8 To review long term investment managed by Gibbs Denley.

Cllrs received report from investment advisors which was duly noted.

45.9 To approve the following accounts for payment:

(i) Miss J Bowd salary September £323.55. October £312.75

(ii) HMRC September £78.20. October £78.20

(iii) Bradgate- July grass cutting £396.00

(iv) Came & Co insurance 2019/20 £1200.75

(v) Mijan Ltd internal audit £60.00

(vi) Holywell-cum-Needlingworth Parish Council office rent 1/1019-31/12/19 £208

Clerk advised of an additional invoice for £528 from Bradgate for August grass cutting.

**Resolved;** That with the addition of £528 to Bradgate that the payments be approved. (Prop Cllr Weldon 2<sup>nd</sup> Cllr Cropley) All in favour.

45.10 To consider Contravention of The Bylaws and agree any actions.

Cllr Cropley spoke expressing residents' concerns over the installation of a roadway across The green which may be breaching the bylaws as the specification has been exceeded. Also a "private access" sign has been installed. The 1976 court case clearly states the ruling on this and the Council must consider any implications from exceeding the permitted works.

It was noted that there are many styles of roadway across the common land.

**Resolved;** that the Clerk check the plans as submitted to see if they are being adhered to and to write asking for the removal of the sign. (Prop Cllr Pettifor 2<sup>nd</sup> Cllr Weldon) All in favour.

45.11 To approve Model Standing Orders.

**Resolved;** That the Model Standing Orders be approved (Prop Cllr Weldon 2<sup>nd</sup> Cllr Pettifor) All in favour.

## 46.Planning

46.1 To consider the following applications approved:-

(i) Application Ref: S/0309/19/FLUpdate Existing Field Entrance off B1040 to New Concrete Access, with Hardcore Farm Track.( Retrospective)

**Noted**

North East Farm, Cambridge Road, Eltisley, PE19 6TR

46.2 To note the following applications that have been declined:

(i) Application ref: S/1727/19/FL - 1 Greenfields, Eltisley, PE19 6TN

**Noted**

46.3 To note the application for tree works 34 The Green Eltisley

Clerk to speak to SCDC tree officer to seek clarification on which tree is being removed.

## 47. Correspondence.

To receive correspondence and agree any actions:-

(i) To consider application for co-option as Parish Councillor.

**Resolved:** That Mr D Stephenson be co-opted as a Councillor. All in favour.

(ii) To consider request to metal detect on Parish Council land.

Applicant did not attend the meeting therefore the matter to be held over to the next meeting.

(iii) To consider Local Transport Plan public consultation.

**Noted**

## 48. Items to report

- Meeting Keeping Cambridge Special – 28<sup>th</sup> September 2019.
- Fund raising networking looking for a venue – The Cade to be suggested.
- NHW conference

**49. To resolve to close the meeting to members of the public due to the confidential nature of items to be discussed.**

**Resolved: That the meeting be closed due to the confidential nature of items to be discussed. All in favour**

*Meeting closed 9.39pm.*

- (i) Parish Clerks annual staff appraisal 2018/19
- (ii) Draft contract for administration assistant.

*Meeting reopened 9.40pm no members of the public returned.*

Being no further business the meeting was closed at 9.41 pm

Signed

Chairman

Date: