

**MINUTES OF A MEETING OF ELTISLEY PARISH COUNCIL HELD ON TUESDAY 14<sup>th</sup> JANUARY 2020 AT 7.30 PM AT THE CADE**

**PRESENT:**

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

**IN ATTENDANCE:**

No members of public.

The Chairman opened the meeting wishing everyone present a Happy New Year.

**70. Apologies.**

To receive and accept Apologies for Absence.

Cllr D Stephenson - personal

**71. 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 Pinner item 81 (ii) – neighbouring property

Cllr Pettifor item 81 (ii) – neighbouring property

**72. Minutes.**

To confirm the Minutes of the Meeting held on 12<sup>th</sup> November 2019.

Cllr Weldon asked that the streetlight mentioned under item 61 is located on The Green not St Neots Road and the seat in item 62 is also located on The Green

**Resolved:** That with the aforementioned amendments the minutes 12<sup>th</sup> November 2019 be signed as a true and correct record. All in favour (prop Cllr A Weldon, 2nd Cllr J Pettifor).

**73. Public Forum**

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

**None**

**74. District and County Councillor Reports**

To receive verbal reports from district and county councillor.

**None**

**75. Matters arising from previous meeting**

(i) A428 Black Cat to Caxton Gibbet – Eastern Area Community Forum

Cllr Pinner stated he was not aware of any further meetings having taken place.

He confirmed his attendance at LHI BID meeting on 15<sup>th</sup> January 2020 when he will be discussing the Parish request for weight restrictions through the village.

His intention is also to return the salt spreader to CCC Highways at the same time.

The Clerk confirmed she had written to Highways England to request a meeting as directed by Council but to date has not had a reply. Members asked that she contact them again.

(ii) Village Drainage

Cllr Pinner advised that residents in Potton End have been written to asking that they carry out the required work if not already done so. He stated that after the recent heavy rain the drainage is working well although it is causing some collection of surface water in Caxton End. Cllr Pettifor

advised that the culvert under Caxton End does have an obstruction and may require cleaning out. CCC Highways to be contacted to see if they can assist in this matter.

(iii) The Green- bollards.

It was agreed that the recent work to install/re-site the bollards had been successful.

Cllr Pettifor asked that Mr Thompson's assistance be noted in the newsletter. Cllr Pinner replied that this has already been done.

Concern was raised that Bookers do drive on The Green when delivering to The Cade, Cllr Pettifor will mention this as the next Cade meeting.

It was noted that the Clerk has written to property owners that have caused damage to The Green.

(iv) Asset of community value

Clerk updated members on request for further information from SCDC in connection with the application.

Members confirmed that the site plan provided by The Clerk was correct and not that of Land registry.

They also confirmed that the venue is a local employer, used for social gatherings many local clubs and as it has a generator is the meeting point in the event of a power failure.

(v) VE day 75

Cllr Weldon appraised members of plans so far and agreed to circulate the minutes from the latest planning meeting.

Clerk was asked to check that the Parish Council insurance will cover the event

Resolved: That the Parish Council will underwrite the event to a maximum of £300. (Prop Cllr Lines 2<sup>nd</sup> Cllr Pettifor) All in favour

(vi) Play Area

Cllr Pinner confirmed that the stepping logs have now been cut down so all of the jobs as identified under the RoSPA report have now been carried out.

Cllr Pinner reported that the Christmas party had been well supported.

Cllr Croyley read out a statement in connection with the September minutes and the contravention of the village bylaws which makes the issue clearer (appendix A). He reiterated that the sign in question at 12 Caxton End needs removing and the edging to the new driveway needs levelling to aide grass cutting by the contractors.

The Parish Clerk is to write to the resident again on the matter asking that the bylaws are adhered to.

## 76. Clerks Report

To receive written report.

Meeting Dates: –

Full Council – Tuesday 10<sup>th</sup> March 2020

Items to report.

- Streetlight on The Green replaced.
- Effective 4<sup>th</sup> November 2019, the insurance activity of Came & Company Local Council Insurance clients (whilst still being carried out by your usual account contacts), will start to be arranged and administered under the Gallagher legal entity.
- Cambridge Water invoice £222.03- have received reminder of non-payment so another letter issued challenging the meter reading.
- Clerk will be away from the office 10<sup>th</sup>-14<sup>th</sup> February (holiday) and 25<sup>th</sup>-28<sup>th</sup> February (Practitioners conference)

Cllr Pettifor agreed to take a photograph of the water meter to assist with the correspondence with Cambridge Water, if this does not resolve the matter Cllr Pinner suggested a meeting be arranged.

## 77. Members reports

(i) Parish Forum

No meeting held

- (ii) Village working party  
Cllr Pinner reported that the work on the seat in Greenfields needs finishing.  
Cllr Weldon asked if pruning of the trees from 46 St Neots Road towards the pumping station could be carried out for a future meeting.
- (iii) Parish plan survey  
No meeting held.

## 78. Finance and Risk

78.1 To note the bank reconciliation as at 6<sup>th</sup> January 2020.

**Noted**

78.2 To note the budget report of 6<sup>th</sup> December 2019

**Noted**

78.3 To approve the following accounts for payment:

- (i) Salary January 2020 £334.35, February 2020 £312.75 Miss J Bowd  
Salary January 2020 Mrs A Jackson £67.61 February 20 £67.81
- (ii) HMRC January 2020 £95.20, February 2020 £95.00
- (iii) Papworth Ministry Carol sheet printing £137.50
- (iv) Bradgate grass cutting November £264.00
- (v) Mr J Pettifor replacement Peace tree lights £54.00
- (vi) CCC street light energy £246.47
- (vii) Holywell-cum-Needingworth Parish Council Clerk SLCC fees (pro rata) £66.03
- (viii) Swarco maintenance contract £381.60
- (ix) Warren Access – cherry picker £342.00
- (x) Shaw & Son £30.00 –Condolence book
- (xi) Cambs Acre £57.00 – membership fee
- (xii) ICO £40.00- registration fee.
- (xiii) Cllr R Pinner £117.45
- (xiv) Clerk advised that a further invoice had been received from The Cade for room hire during 2019, refreshments for the Christmas party and Electricity for the Peace tree lights totalling £168.75

**Resolved:** That with the additional payment the payments be approved. (Prop Cllr Lines 2<sup>nd</sup> Cllr Weldon) All in favour.

78.4 To approve renewal of SWARCO speed sign maintenance contract £381.60

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

78.5 To consider quotes for ground maintenance contract

3 quotes were provided.

**Resolved:** That quote A be accepted at £220 per cut subject to the Clerk advising of the strimming around all posts except those which are part of the play equipment. (Prop Cllr Pettifor 2<sup>nd</sup> Cllr Lines) All in favour.

The Clerk confirmed that quote A contractor was Bradgate.

78.6 To consider Bradgate Ltd request to pay invoices by BACS

**Resolved;** That payments be made by BACS whenever possible. (Prop Cllr Pettifor 2<sup>nd</sup> Cllr Weldon) All in favour

78.7 To consider 36 month Letter of Authority with Utility Aid

**Resolved;** That 36 month Letter of Authority be approved. (Prop Cllr Lines 2<sup>nd</sup> Cllr Weldon) All in favour

78.8 To consider quotes for replacement bench- The Green

Clerk provided 3 quotes.

**Resolved;** That the quote from memorial benches £955 be approved subject to the correct ground fixing kit being supplied (Prop Cllr Pettifor 2<sup>nd</sup> Cllr Weldon) All in favour

78.9 To consider repairs to the bus shelter

Cllr Pinner highlighted concerns over the paintwork and also the wooden frames. It was agreed that quotes be sought for the maintenance work and brought to the next meeting.

The Clerk was asked to follow up the replacement litter bin with SCDC.

## 79. Precept

### 79.1. Receipts and Payments Account

To note the half yearly statement of receipts and payments as at 6/12/19

**Noted**

### 79.2 Budgets

- (i) To review the budgets for 2019/20

**Noted**

- (ii) To set the budgets for 2020/21

A discussion took place over the need for an increase to cover increasing work the Parish is expected to carry out and price increase.

**Resolved:** That the budgets be set as per Appendix B (Prop Cllr Pettifor, 2<sup>nd</sup> Cllr Lines) All in favour.

### 79.3. Precept

To agree the Precept figure for 2020/21

**Resolved:** That the precept be set at £13432 for the year 2020/21 (Prop Cllr Pettifor, 2<sup>nd</sup> Cllr Lines) All in favour.

## 80.Planning.

### 80.1 To note email correspondence from Hastoe housing

**Noted**

### 80.2 To consider the following applications: -

- (i) S/3182/19/FL Erection of 12 dwellings including 9 affordable dwellings

Site adjacent pond at, Potton End, St Neots, Eltisley, PE19 6<sup>TH</sup>

Hastoe Housing Association

Cllr Pinner advised members of the issues with this application being received just before Christmas.

Members discussed matter raised with them by residents.

**Resolved:** That the application be approved with the following comments:

- Members are unclear if any of the “affordable” housing will be available under shared ownership, please can this be confirmed.
- The Attenuation area- it is of utmost importance that this development does not impact upon the local drainage system which is already under pressure. The surface water from the development cannot discharge into the village pond unchecked.
- The village sewage system is also under pressure with rain getting into the foul water system, this new development must not further add to the problems.
- The LAP area shown gives no details please can these be provided with Parish Council so that they can be involved in any equipment installed.

(Prop Cllr Weldon, 2<sup>nd</sup> Cllr Lines) All in favour

- (ii) Application Ref: S/4356/19/TC tree works. 34, The Green.Eltisley.St Neots.PE19 6TG

**Noted**

## 81. Correspondence.

To receive correspondence and agree any actions:-

- (i) CCC letter - Climate Change and Environment Strategy

The letter was noted.

Cllr Ellis spoke to confirm that a village meeting has been arranged for 5<sup>th</sup> March to discuss what individual residents can do and also the community as a whole.

Ideas such as the planting of more trees, energy generation and the growing of more vegetables.

Purpose: dissemination of information, access to grants, further meetings, co-operative working e.g. Eco church.

Summary of the meeting to be brought back to the next Parish Council meeting.

- (i) Letter from Wilkinson & Butler regarding “ownership of the pond.”

It was agreed that the position of the Parish Council has been made clear.

**Resolved:** That the Clerk write to Wilkinson & Butler confirming the Councils position and that a meeting will be considered if their client advises what they wish to discuss. (Prop Cllr Pettifor, 2<sup>nd</sup> Cllr Weldon) All in favour.

- (ii) Encroachment outside of 82 Caxton End, Eltilsey

**Noted**

- (iii) Letter from Fewes Lane Consortium Ltd re: planning procedures SCDC

**Noted**

- (iv) To consider B13 Notice – Land Registry.

Right of access has been confirmed to the Diocese.

**Resolved:** That the Clerk write to Land Registry advising that right of access has been confirmed but that the land cannot be registered as in the ownership of the property owner. It is permitted access only. (Prop Cllr Cropley 2<sup>nd</sup> Cllr Pettifor) All in favour.

- (v) To consider the SCDC- Three Free Trees Scheme

It was agreed that the Parish will take up the offer of the free tree voucher.

- (vi) Waterbeach Neighbourhood Plan - Invitation to Comment

**Noted**

## 82. Operation London Bridge

To adopt a protocol to be followed upon the death of a senior states person.

**Resolved:** That the protocol to be followed upon the death of a senior states person be adopted. (Prop Cllr Pettifor, 2<sup>nd</sup> Cllr Weldon) All in favour

## 83. Parish Council Facebook Page.

To receive a report from Cllr S Ellis and agree any actions.

Cllr Ellis advised that he is still making enquiries as there are many variations of Parish Facebook pages. Some store static data whilst others act to advise residents of information.

A report will be circulated prior to the next meeting.

## 84. Items to report

- Cllr Pinner reported a request from a resident in Meadow View for the Councils support in getting Anglian Water to look at the sewerage system. It was agreed that the Council should write in support.
- Cllr Pinner reported a request from the new owners of Pond Farm for a meeting to discuss their plans for the property.
- Clerk reported the CAPALC consultation on becoming an incorporated body. Members supported this change.
- Cllr Pettifor offered apologies for the May meeting.

Being no further business the meeting was closed at 9.50 pm

Signed

Chairman

Date: