

**MINUTES OF MEETING OF ELTISLEY PARISH COUNCIL HELD ON TUESDAY  
11<sup>th</sup> MARCH 2025 at THE CADE at 7.00pm**

The meeting will be open to the public unless the Council otherwise directed.

**PRESENT:**

Cllr D Stevenson (Chairman)  
Cllr S Ellis  
Cllr J Francis  
Cllr R Pinner

Mrs A Jackson (Parish Clerk)

**IN ATTENDANCE:**

4 members of public  
CCC M Smith  
SCDC Cllr P Sandford

**78. Apologies.**

To receive and accept Apologies for Absence.

Cllr B Bidgood - personal

**79. Declarations of Interest.**

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

**None**

**80. Minutes.**

To confirm the Minutes of the Meeting held on 14<sup>th</sup> January 2025.

**Resolved:** That the minutes of the Meeting held on 14<sup>th</sup> January 2025 be signed as a true and correct record (Prop Cllr S Ellis, 2<sup>nd</sup> Cllr R Pinner) All in favour.

**81. To receive a presentation on traffic monitoring for Eltisley and consider actions**

Two residents spoke about a low cost, easy to run traffic monitoring scheme to operate from the Cadé and a residential property.

Members raised concerns regarding GDPR, and requested the Clerk to investigate further.

**82. Public Forum**

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

**None**

**83. District and County Councillor Reports**

To receive verbal reports from district and county councillor.

CCC M Smith reported:

- Parish forum set up for Parish Clerks with Highways to address ongoing Highways issues.
- 20mph application deadline 28<sup>th</sup> March 2025. Happy to write a letter of support and advised to include details of the village meeting held.

Cllr D Stevenson advised he has written to CCC Highways regarding the rat problem. CCC M Smith will chase but suggested that the resident contact Environmental Health. SCDC P Sandford directed the resident to report the issue online and an officer will be allocated.

Cllr R Pinner asked whether the riparian rights letters have been sent out. CCC M Smith advised that these have been sent out, the Drainage Officer will check and if no action will contact again. She will ask the officer for a timescale.

SCDC P Sandford reported:

- Main topic is the Local Government reorganisation – Full Council have an extra-ordinary meeting on 12<sup>th</sup> March 2025 to review a letter stating that the existing Councils are not able to come to a mutually acceptable solution for unitary authorities.
- County and Mayor election – 1<sup>st</sup> May 2025, from 25<sup>th</sup> March anything political will be deferred until after 1<sup>st</sup> May. Standard services will continue.
- Cambourne are consulting with neighbouring parishes regarding their proposed expansion – Cllr D Stevenson will be attending on 13<sup>th</sup> March 2025.

#### 84. Clerks Report

To receive written report.

Meeting Dates: –

Full Council – Tuesday 13<sup>th</sup> May 2025

Items to report.

- Clerk has checked with CCC Local Projects regarding 20mph project for Eltisle. Their response: 'Based off of your 20MPH application made in 2023/24 through the 20MPH Funded Scheme, which automatically rolled over into 2024/25 (and beyond) you currently rank 76th.'
- Clerk attended Highways Zoom meeting with Frank Jordan 29/1/2025. The plan is to redesign the structure of the Highways Team. Currently there are teams for: Vegetation, Drainage, Carriageways, Structures and Local Highways Officers. These departments do not communicate with each other. The proposed redesign: Senior Officer will be accountable for a designated area and will be our point of contact and will disseminate the work to the relevant department. They will also be adding street works to the list of departments. Will be introducing a new reporting system in April where the customer will be able to see the journey of the fault. Total amount of budget needed for Highways is in the region of £600 million and the budget for next year has been set at £64million a significant increase on the previous year of £20 million. Frank Jordan suggested a follow up meeting for approx. 4 weeks' time to discuss the new structure and new system.
- Anglian Water – Email received 6/2/25 Eltisle Tankering – investigating a blockage in the rising main – will update. 13/2/25 – advised Anglian Water that the footpath has been damaged as well as the grass verge & requested it to be added to the job ref. 26725420. 24/2/25 – Anglian Water accepted liability for damaged footpath & requested Highways Officer details – passed on Local Highway Officer contact details
- 13/2/2025 – Hastoe houses have been handed over to the Housing Association for allocation.
- 18/2/25 RoSPA – received notification of play area inspection in April
- Internal Audit date set for 1<sup>st</sup> May 2025

#### 85. Members reports

(i) Hastoe Housing

Members expressed their disappointment that the houses do not appear to have been allocated to applicants with a connection to the Parish, this being the reason that the Council originally supported the development.

Some people have moved into the properties. Cllr R Pinner asked whether the S106 payment has been made and stated this should be paid on the first occupation of the development.

(ii) Parish Forum

Nothing to report

(iii) Village working party.

Cllr S Ellis advised that half of the pond has been tidied up but there is still some clearing up to be done.

Suggestions for next working party: cut the ivy that is growing on the trees in Pocket Park, cut back the plant behind the bus shelter that is covering the 'best kept village' sign, remove the fallen branches in Pocket Park, clear the silt build up between the grill and the culvert in Pocket Park and cleaning the benches in the village.

Next working party – Saturday 12<sup>th</sup> April 2025.

(iv) Parish plan survey

Emergency Plan to be reviewed and updated meeting set for Thursday 10<sup>th</sup> April 2025, 7pm for Councillors and Cllr R Pinner will invite Mrs Weldon to attend.

(v) Speedwatch

To resume when Cambridge Road is reopened.

(vi) A428

Highways have removed hedge on the south side of A428.

Tuesday 2<sup>nd</sup> April 2025 at The Cade – A428 Information evening with Highways.

Cllr D Stevenson advised that Cambridge Road was forecast to be opened next month however due to issues with UK Power Networks the reopening has been delayed until July/ August 2025.

Cllr D Stevenson to contact Paul Salmon, Highways England asking what is possible for the options for opening Cambridge Road ie. Open one way or fully open with a commitment to consider feedback from the village on the options.

Cllr M Smith will contact CCC Highways to invite them to attend the village meeting on 18<sup>th</sup> March 2025.

**Resolved:** To hold a village meeting to vote on the options for the reopening of Cambridge Road on Tuesday 18<sup>th</sup> March 2025, 7pm at the Cade. (Cllr D Stevenson, 2<sup>nd</sup> Cllr S Ellis) All in favour.

(vii) County broadband

Service is good.

(viii) Cross Path

Cllr M Smith will request an update from CCC Highways regarding the potholes.

Cllr D Stevenson commented that the new bollards seem to have deterred people from driving on the Green.

(ix) Drainage

Cllr M Smith advised that the Drainage Officer has sent letters to the riparian owners and will follow up in due course.

(x) East West Rail

Nothing to report

## 86. Finance and Risk

86.1 To approve the accounts for payment for period from 15<sup>th</sup> January 2025 – 11<sup>th</sup> March 2025

**Resolved:** That payments totalling £5429.44 be approved (Prop Cllr D Stevenson, 2<sup>nd</sup> Cllr J Francis) All in favour.

86.2 To note the bank reconciliation as at 28<sup>th</sup> February 2025

**Noted**

86.3 To note the budget report dated 28<sup>th</sup> February 2025

**Noted**

86.4 To approve list of Direct Debit payments made by Parish Council

**Resolved:** That the list of Direct Debit payments - SSE Energy Solutions – Streetlighting, ICO – Data Protection Fee and Npower Commercial Gas – Bus shelter lighting be approved (Prop Cllr D Stevenson, 2<sup>nd</sup> Cllr R Pinner) All in favour.

86.5 To approve virement of funds from Election Costs to The Cade reserve within the budget

Members discussed the requirement to vire the funds from Election Costs to The Cade and felt that the funds should be vired to the General Reserve.

**Resolved:** That the virement of £3000 from Election Costs to The General reserve be approved. (Prop Cllr D Stevenson, 2<sup>nd</sup> Cllr S Ellis) All in favour.

86.6 To approve contribution of £101.27 to Scribe annual subscription.

**Resolved:** That the contribution of £101.27 to Scribe annual subscription be approved (Prop Cllr S Ellis, 2<sup>nd</sup> Cllr D Stevenson) All in favour.

86.7 To approve Clerks membership of £150.00 to SLCC.

**Resolved:** That the Clerks membership of £150.00 to SLCC be approved (Prop Cllr R Pinner, 2<sup>nd</sup> Cllr D Stevenson) All in favour.

86.8 To consider the purchase of VE Day 80 Flag

**Resolved:** That the purchase of VE Day 80 Flag at cost of £9.50 be approved (Prop Cllr R Pinner, 2<sup>nd</sup> Cllr S Ellis) All in favour.

86.9 To review the Risk Assessment & List of Assets

Members reviewed the Risk Assessment and the Asset Register.

Members requested that the figures for the speed warning signs be checked and queried when the new MAVS would be delivered. The Clerk advised that on receipt this will be added to the insurance.

Cllr R Pinner raised that the Parish pump and the bus shelter need to be painted.

**Resolved:** That the Risk Assessment and the Asset Register be approved. (Prop Cllr D Stevenson, 2<sup>nd</sup> Cllr R Pinner) All in favour

86.10 To consider quotes for the Cade thatch roof

Members requested the Clerk to investigate grant funding.

**Resolved:** That the quote from Cobb Thatching for a full rethatch at a cost of £27,500 + VAT be approved. To be booked in for 12 months' time and request an indicative cost for the scaffolding, also to advise that the ridge pattern must remain the same as existing. (Prop Cllr R Pinner, 2<sup>nd</sup> Cllr S Ellis) All in favour.

86.11 To note the Nat West reduction in credit interest rate with effect from 24<sup>th</sup> April 2025

**Noted**

86.12 To approve renewal of CAPALC membership 2025

**Resolved:** That the renewal of CAPALC membership including Data Protection Officer membership 2025 at cost of £315.68 be approved (Prop Cllr D Stevenson, 2<sup>nd</sup> Cllr S Ellis) All in favour.

## **87. Planning.**

87.1 To consider advice from SCDC regarding boundary at Pond Farm.

Members considered the advice from SCDC regarding the planting of a hedge in front of the wall however did not feel this as a viable solution and that the wall be rebuilt as existing.

## **88. Policy**

To review and adopt the following policy documents:

(i) Privacy Notice

**Resolved:** That the Privacy Notice be adopted (Prop Cllr J Francis, 2<sup>nd</sup> Cllr D Stevenson) All in favour.

## **89.Co-option**

To consider application received for Co-option

An application had been received from Mark Welland, and on a proposal from Cllr R Pinner seconded by Cllr S Ellis, it was unanimously agreed that he be co-opted.

## **90. Community Engagement**

90.1 To consider positioning for telephone mast

**Resolved:** That location 6 be recorded as the preferred position and location 1 as a second option. (Prop Cllr D Stevenson, 2<sup>nd</sup> Cllr J Francis) All in favour.

90.2 To review and agree actions on existing 20mph application

**Resolved:** That the following be added to the existing 20mph application:

- Accident 2 years ago – 5-year-old hit by a van and injured

- Village meeting held 28<sup>th</sup> January 2025 – well attended and all but 1 agreed to the proposed 20mph village wide scheme.
  - Community Speed watch has been active for last 10 years – have monitored a lot of speeding vehicles over the years.
  - More play equipment has been installed.
  - Sports events take place on the Green.
  - More houses have been built in Potton End
- (Prop Cllr D Stevenson, 2<sup>nd</sup> Cllr R Pinner) All in favour.

#### 91. Correspondence.

To receive correspondence and agree any actions: -

- (i) To note email from the Combined Authority regarding bus franchising.  
**Noted**
- (ii) To note email from SCDC regarding the 5-year Housing Supply.  
**Noted**
- (iii) To note the Greater Cambridge: Site submission update.  
**Noted**
- (iv) To note and agree actions email from National Highways regarding members of the public entering closures and works A428  
Information to be submitted to the 6 villages newsletter.  
**Noted**
- (v) To note Parish and Town Clerks Conference Wednesday 14 May 2025 and agree Clerk's attendance  
**Resolved:** That the Clerks attendance at the Parish and Town Clerks Conference Wednesday 14 May 2025 be approved (Prop Cllr R Pinner, 2<sup>nd</sup> Cllr D Stevenson) All in favour.

#### 92. Items to report.

- Cllr S Ellis advised members that the resident who had committed to purchasing a duck house is expecting delivery and it will be in situ soon.

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

**Resolved:** That the meeting be closed due to the confidential nature of items to be discussed. (Prop Cllr D Stevenson, 2<sup>nd</sup> Cllr J Francis) All in favour.

*MEETING CLOSED 9.07pm*

#### 94. To receive an update and agree actions regarding Manor Farm

*MEETING REOPENED 9.34pm*

Being no further business, the meeting closed at 9.35pm

Chairman

Date

**Eltisley Parish Council**  
**PAYMENTS LIST**

11 March 2025 (2024-2025)

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
72 Capalc/subs	29/01/2025		Nat West current acc	2060	Cambis acre	Cambis acre	S	60.00	12.00	72.00
73 Capalc/subs	29/01/2025		Nat West current acc	DDR	data protection fee	ico	Z	35.00		35.00
74 Tree survey	29/01/2025		Nat West current acc	2061	tree survey work	Cambridge Trees Ltd	S	3,225.00	645.00	3,870.00
77 HMRC	25/02/2025		Nat West current acc	2063	paye	HMRC	Z	117.00		117.00
76 Salaries	25/02/2025		Nat West current acc	2062	salary	Staff	Z	490.62		490.62
78 Office rent	11/03/2025		Nat West current acc	2065	office rent	Holywell cum Needingwort	Z	226.40		226.40
80 HMRC	11/03/2025		Nat West current acc	2069	paye	HMRC	Z	117.00		117.00
79 Salaries	11/03/2025		Nat West current acc	2068	salary	Staff	Z	501.42		501.42
<b>Total</b>								<b>4,772.44</b>	<b>657.00</b>	<b>5,429.44</b>