

**MINUTES OF MEETING OF ELTISLEY PARISH COUNCIL HELD ON TUESDAY  
9<sup>th</sup> JANUARY 2024 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 B Bidgood  
Cllr S Ellis  
Cllr J Francis  
Cllr M Lines  
Cllr R Pinner  
Cllr A Weldon  
Miss J Bowd (Parish Clerk)  
Mrs A Jackson (Assistant to the Parish Clerk)

**IN ATTENDANCE:**

No members of public  
SCDC Cllr P Sandford  
CCC M Smith

**51. Apologies.**

To receive and accept Apologies for Absence.

**None**

**52. Declarations of Interest.**

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

Item 59 - The Clerk gave dispensation to all Councillors to discuss the precept.

Item 60 (iii) Cllr D Stevenson – Pecuniary – Quoting for new doors on the Cade.

**53. Minutes.**

To confirm the Minutes of the Meeting held on 14<sup>th</sup> November 2023.

**Resolved:** That the minutes of the Meeting held on 14<sup>th</sup> November 2023 be signed as a true and correct record (Prop Cllr R Pinner, 2<sup>nd</sup> Cllr M Lines) All in favour

**54. Public Forum**

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

**None**

**55. District and County Councillor Reports**

To receive verbal reports from district and county councillor.

SCDC P Sandford reported:

- M Gove has reduced the requirement for new housing in Cambridgeshire from 250k to 150k. Council leaders and the Mayor were meeting with M Gove today to discuss.
- Finances – Scrutiny Committee are due to meet next week and expect the precept to be raised by the maximum amount allowable of £5 or 2.99%.

CCC M Smith reported:

- At the next CC meeting in February the budget will be discussed, and it is expected that the maximum increase will be implemented.
- Flooding – the Environment Agency are trying to collate information regarding the recent flooding. Members advised that Topham Terrace was flooded, and Potton End was badly flooded however three residents had not carried out the required maintenance covered under their riparian rights.

- Heat Source Pumps – will arrange for an officer to visit the Council to give more information on this project.

Cllr D Stevenson advised CCC M Smith of the response from the District Valuer and queried the progress on the proposal of parking on the Green. CCC M Smith will chase both issues and email SCDC P Sandford regarding the District Valuers.

CCC M Smith queried whether Council had submitted a LHI Bid, deadline 12/1/24.

The Clerk confirmed a bid has been submitted for an extra speed sign.

## 56. Clerks Report

To receive written report.

Meeting Dates: Full Council – Tuesday 12<sup>th</sup> March 2024

Items to report.

- 15<sup>th</sup> December 2023 National Westminster Bank confirmed change of mandate is complete.
- 28<sup>th</sup> December Contract set up with SSE for unmetered electricity supply. Payment by Direct debit.

## 57. Members reports

### (i) Parish Forum

Nothing to report.

### (ii) Village working party.

To arrange a meeting on Saturday 23<sup>rd</sup> March for the Spring tidy up and to advertise this in Village Newsletter. Cllr R Pinner advised that Alan Linger has now retired and if anyone has any wood chip from their gardens to keep it for the paths.

Tree survey – Clerk struggling to obtain quotes. Cllr R Pinner will contact Alan Linger and Charlie Vince.

### (iii) Parish plan survey

Nothing to report.

### (iv) Speedwatch

Will resume in March – need more volunteers. Mr & Mrs Pinner will be stopping as co-ordinators and would like someone to work alongside them to take over. Submit an article to the Village Newsletter.

### (v) Play area/RoSPA report

Repairs are ongoing. Cllr R Pinner and Cllr D Stevenson will meet to review.

### (vi) A428

Meeting held with Highways England A428 team and CCC. Whilst no copy is held a map showing a red line boundary is in existence. The Chairman continues to get no reply to emails from the project team. CCC M Smith spoke to say she had met with Anthony Brown MP and suggested a joint meeting may be worthwhile. Council supported this idea.

CC M Smith advised there is 4 phases of Legacy funding available and commented that the CC should be responsible for the traffic calming measures required.

### (vii) County broadband

Contractors arrived to dig trenches across driveways. However, they did not complete the work as no one had signed up for it. No update available. CCC M Smith will get a contact at County Broadband.

### (viii) Cross Path

No progress with finding a solution. Cllr S Ellis would like to speak to someone for guidance on what can and can't be done. CCC M Smith will arrange for a meeting with Highways.

Wildflowers in front of the church have been strimmed, land to be rotavated in preparation for seeding.

## 58. Finance and Risk

58.1 To approve the accounts for payment for period from 15<sup>th</sup> November 2023.- 9<sup>th</sup> January 2024

**Resolved:** That payments totalling £5144.99 be approved (Prop Cllr R Pinner, 2<sup>nd</sup> Cllr ) All in favour.

58.2 To note the bank reconciliation as at 30<sup>th</sup> November 2023

**Noted**

58.3 To note the budget report dated 4<sup>th</sup> January 2024.

**Noted**

58.4 To note the agreement to shared office facilities – Holywell-cum-Needingworth Parish Council.

Members requested the Clerk to write a letter of thanks for the continued use of the office.

**Noted**

58.5 To approve the increase in office rent for year commencing 1/4/24

**Resolved:** That the increase in office rent to £905.60 for the year commencing 1/4/24 be approved. (Prop Cllr A Weldon, 2<sup>nd</sup> Cllr S Ellis) All in favour.

58.6 To consider Chairman & Clerks access to Bank accounts via Online Banking.

**Resolved:** That the Clerk, Chairman and Vice Chairman apply for access to Bank accounts via Online Banking. (Prop Cllr M Lines, 2<sup>nd</sup> Cllr A Weldon) All in favour.

58.7 To appoint an internal auditor for 2024/25

**Resolved:** That CAPALC is appointed as the internal auditor for the financial year 2024/25. (Prop Cllr R Pinner, 2<sup>nd</sup> Cllr M Lines) All in favour.

## 59. Precept

59.1. Receipts and Payments Account

To note the statement of receipts and payments as at 11<sup>th</sup> December 2023  
Members requested that old headings are removed from future statement of receipts and payments if possible

**Noted**

59.2. Budgets

(i) To review the budgets for 2023/24

Clerk explained the budget as presented and assumptions for spending January – March 2023.

Cllr R Pinner requested that the value of the bus shelter is checked and an estimate for the cost of rebuilding the bus shelter be sought. This may have an impact on next years insurance.

(ii) To set the budgets for 2024/25

A discussion took place including the potential for a contested election. It was felt a small increase of 2.44% was well below inflation of 5.4%. Also discussed was the allocated reserves due to the Cade needing a new roof in the near future and currently no grants being available. SCDC P Sandford will investigate whether there are any funds available for community buildings.

59.3. Precept

To agree the Precept figure for 2024/25

**Resolved:** That the precept be set at £25015. (Prop Cllr M Lines, 2<sup>nd</sup> Cllr R Pinner) All in favour.

## 60. Correspondence.

To receive correspondence and agree any actions: -

(i) To note the CCC Highways streetlight upgrade to LED

**Noted**

(ii) To note letter of thanks for donation from MAGPAS.

**Noted**

(iii) To note Cade application for community chest funding.

Cllr A Weldon advised members that the Cade are currently preparing the relevant paperwork for the application.

SCDC P Sandford commented that planning permission may be needed.

**Noted**

(iv) To note Peer Review Report from Liz Watts

**Noted**

**61. Items to report.**

- Cllr R Pinner commented that the Christmas party went well along with the carols around the Peace Tree. He further commented that the lights were good. Members commented that the previous light display is better if funds were available to recreate, however the new lights this year were an improvement on last year.
- Cllr R Pinner advised members of the dead trees on the Green and at the pocket park. The Clerk has applied for an oak tree to replace the tree on the Green. Members agreed for Cllr R Pinner to purchase 4 trees, at a cost of approx. £50-£60 to plant.
- A discussion took place regarding Legacy Funding ideas which included:
  1. Thatching of the Cade.
  2. Lighting at the side of the Green/ Cross Path. Low level lighting along the path outside the Cade.
  3. Benches.
  4. Trees.
  5. Kerbing around the Green.

Members felt this is a big opportunity and decided to proceed with the kerbing around the Green to stop the erosion of Common Land. Deadline for this phase is 31<sup>st</sup> January 2024.

- Cllr D Stevenson reported that a loose dog and owner with another dog was seen in his garden on the day of the hunt. Cllr A Weldon confirmed it was definitely not a hound from the hunt.
- The Clerk advised members that an email request from a resident for a small area to be fenced off outside the Cade for a miniature Shetland pony for a birthday party on 27 January 2024 has been received. Members agreed to delegate to the Chair and the Clerk for a decision.

**62. To resolve to close the meeting due to the confidential nature of items to be discussed.**

**Resolved:** That the meeting be closed due to the confidential nature of the items to discuss (Prop Cllr S Ellis, 2<sup>nd</sup> Cllr M Lines) All in favour

**Meeting closed 8.45 pm**

- (i) To appoint replacement Clerk.
- (ii) To agree Clerk handover period until 31<sup>st</sup> January 2024.
- (iii) To approve contract of employment for Parish Clerk/RFO
- (iv) To receive an update on Manor Farm access

**Meeting reopened 8.52pm**

Being no further business, the meeting closed at 8.53pm  
Date

Chairman

## Etkisley Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
64	15/11/2023		Nat West current accc	1961	Donation to Magpas	Magpas Current	Z	50.00		50.00
65	15/11/2023		Nat West current accc	1962	Donation to St Neots Museum	St Neots Museum	Z	50.00		50.00
66	15/11/2023		Nat West current accc	1960	CADE INSURANCE	Cade pavilion	Z	1,145.14		50.00
67	15/11/2023		Nat West current accc	1963	salary	Staff	Z	725.49		1,145.14
68	15/11/2023		Nat West current accc	1965	paye	HMRC	Z	156.40		725.49
69	21/11/2023		Nat West current accc	1966	Grass cutting	Bradgate ltd	S	660.00	132.00	725.49
70	07/12/2023		Nat West current accc	DDR	street lighting energy	Drax	L	125.70	6.29	156.40
71	07/12/2023		Nat West current accc	DDR	street lighting energy	Drax	L	120.00	6.00	131.99
72	07/12/2023		Nat West current accc	1967	Legal fees	Surrey Hills Solicitors	S	675.00	135.00	126.00
73	07/12/2023		Nat West current accc	1968	Councilor training	CAPALC	Z	150.00		810.00
74	07/12/2023		Nat West current accc	1969	salary	Staff	Z	475.77		150.00
75	07/12/2023		Nat West current accc	1971	paye	HMRC	Z	94.20		150.00
76	13/12/2023		Nat West current accc	1972	Grass cutting	Bradgate ltd	S	240.00	48.00	475.77
77	21/12/2023		Nat West current accc	1973	data protection fee	ico	Z	40.00		94.20
78	09/01/2024		Nat West current accc	1974	Cambs acre	Cambs acre	Z	65.00		288.00
79	09/01/2024		Nat West current accc	1975	open spaces society	open spaces society	Z	45.00		40.00
<b>Total</b>								<b>4,817.70</b>	<b>327.29</b>	<b>5,144.99</b>