

## Little Thetford Parish Council

Minutes of the Full Council Meeting, held at

Little Thetford Village Hall, The Wyches, Little Thetford, Ely, CB6 3HG

Wednesday 12<sup>th</sup> February 2020 at 7.30pm



Present: Cllr Mitchell (Chairman), Cllr Stubbs, Cllr James, Cllr Lamb, Cllr Kilby  
Locum Clerk: Libby White

2 members of the public

**20/13.** The Chairman welcomed everyone to the meeting.

**20/14. To receive and accept apologies for absence**  
Apologies were received and accepted from Cllr Clark and Cllr Kilby – may be late (personal).

### **20/15. Councillors Declaration of Interest**

*Declarations of interest from Councillors on items on the agenda:* Cllr Stubbs sits on the planning committee at ECDC.

*Requests to Speak:* None required

*To receive requests for dispensations:* None

*Grant of dispensations:* None.

### **20/16. Public and Press Participation Session (10mins)**

Resident confirmed that the village hall has agreed a new licence with the Sports and Social Club for 3 years and wanted to reiterate the concerns about the car park rights and the car park itself especially as they have received a complaint directly. It is understood that there will be LED lights going up in the car park in the next two weeks. Locum Clerk will write to the relevant people to find out what is happening.

Cllrs Lamb and James met with John Skipper on the Conservation Area due to safety concerns around the gate for access to the culvert for the IDB. Mr Skipper confirmed that he had quoted for a 3m gate (for access by the IDB), a 1.5m gate with a picket fence, to remove the wire to the hedge and then from the fence to Grey Gables.

It was noted that there is a digger on the self-build site, where the worker on site confirmed that they were looking for the culvert and were breaking into it to put the storm drains into the culvert.

### **20/17. Approval of Minutes**

- a. It was unanimously agreed that the minutes be signed as a true record of the meeting held on 15<sup>th</sup> January 2020 with the amendment to change the date to 15<sup>th</sup> January.
- b. The Clerk email on the new system is up and running.  
A tree has fallen in the cemetery across the path, the Locum Clerk has asked Mr Skipper to cut up and put the logs under the hedge for the wildlife.
- c. Laptop and printer have been received.



## 20/18. Reports

- a. Cllr Hunt stated that the County Council is trying to deliver the services for residents in a cost-effective manner. There will be an increase in tax this year with 2% increase for adult social care, but on a band D it will go up by 1.5% or the equivalent of about £47 per annum. Other news:
- Newmarket Road will be closed overnight on 23<sup>rd</sup> / 24<sup>th</sup> April.
  - There will be a questionnaire going out to find out views and see if residents have had any issues with the A14 construction work.
  - CCC is taking the Climate Emergency very seriously including electric buses, will be converting CCC buildings away from gas and oil.
  - Spending an extra £11m on schools in 20/21.
  - Ely Zipper now receiving £30k per year from ~~Grave-Mere~~. *Grave-Mere Property at Kenwick Way*
  - Archives are now open in Ely. Suggest that everyone goes and has a look as it is free and impressive.
  - Household Waste Recycling Centres – other counties charge residents to use these centres and though CCC do not charge they are making sure it is not abused and large vans/trailers are limited to 12 visits per annum.
  - Potholes – continue to repair approximately 1,300 per week. Over winter these go up due to weather conditions.
  - Kings Parade – there is no longer vehicle access due to advice from police and M15 due to potential terrorism threats the popular area could pose. Traffic will get worse in Histon Road as work commences for the majority of the year.

b. Cllr Hunt commented on District Council matters:

- He noted that the CAB donation will be reduced for the Ely Branch. Recognise that the Ely depot supports as far as Fordham. They provide rent free premises in Ely.
- Rough sleepers – there has been talk that there are rough sleepers in Ely but ECDC have been focusing on the problems before this becomes a problem and there are no rough sleepers at the moment.
- £100k home scheme – one-bedroom new property with a £5k deposit. Invest in their own home and when they come to sell it they will only keep half the profit as they are only paying for half the house when paying for the new build.
- 1<sup>st</sup> RAF homes have been converted with the first residents moving in.
- The trading company has already paid back £1.5 million to ECDC.
- Council tax will not be put up this year.

## 20/19. Planning Matters

- a. 19/01720/FUL – change of use of the land to Gypsy and Traveller residential use with the siting of one touring caravan and the provision of a day-room / utility block, hard-standing and a widening access at land on the north side of Grunty Fen Road, Witchford.



Following lengthy discussion it was proposed to recommend parish council **objection** on the grounds that the development contravenes part of Policy HOU9 of the ECDC Local Plan 2015 as follows:

- Safe and convenient vehicular access to the local highway network can be provided together with adequate space to allow for the movement and parking of vehicles
- Essential services (water, electricity and foul drainage) are available on site or can be made available

#### **2 abstentions**

b. 20/00048/ADN – Hoarding for the advertisement of the sale of self-build plots associated with 19/00408/OUM – Retrospective at Land to West of Little Thetford Acorns (Pre-School and Childrens Club) The Wyches, Little Thetford CB6 3HG

After due consideration it was proposed that **no comment** be made on this application.

c. 20/00123/OUT - Conversion of building from agricultural to a dwelling at Land West of Grunty Fen Road Witchford.

After due consideration it was proposed that **no comment** be made on this application.

d. It was **noted** that permission had been granted for 19/01664/FUL Two storey side extension (retrospective) at 2 Bedwell Hey Cottages Ely Road Little Thetford

#### **20/20. Finance Matters**

a. It was **noted** the Locum Clerk had produced a Bank Reconciliation including information from all accounts. The total balance held by the council stands at £78,401 when money not yet banked by suppliers has as been taken into consideration. The Locum Clerk noted that £8,725 of the money is the Reserves legally required by the council to be held in cases of emergency. In addition £20,000 is reserved for the Cemetery Extension.

b. It was **noted** that Cllr Stubbs and Cllr Kilby had checked through the invoices presented for payment (listed at the end of the minutes). These invoices were unanimously approved for payment with Cllr Stubbs and Cllr Kilby signing the cheques and a cheque to be transferred to the unity account from Santander.

c. The direct debit for ICO was approved and the mandate signed which will reduce the annual payment by £5 per annum.

#### **20/21. Council Administration Matters**

a. It was noted that Councillors had been invited to visit the Stretham CLT on Saturday 29<sup>th</sup> February 2020. Cllr James confirmed that he is able to attend. Others to check their diaries and the Locum Clerk to send times to all councillors.

- b. Cllr James tabled the various revised documents for consideration for the recruitment of a new Parish Clerk. After lengthy discussion it was agreed that the salary should be set on the SCP 13 – 17 (£11.45-£12.39 per hour) scale which will be dependent on experience and qualifications. It was agreed that the Locum Clerk will create an Application Form which will accompany the Job Description and Person Specification when advertising the role. The Locum Clerk noted that the proposed means of advertising through newspapers and large recruitment sites was extremely expensive, at £300 per site, and unlikely to catch the audience the parish requires. It was agreed to advertise through CAPALC, SLCC, local Facebook pages and websites.
- The role to be advertised between the dates of 26<sup>th</sup> February to 18<sup>th</sup> March with interviews on 30<sup>th</sup> March. Full timings to be sent to all councillors for their information.
- c. It had been recommended by the Locum Clerk that as a minimum the council should have an HR/Employment Committee. It was understood that it is required but it was agreed to postpone the discussion until March due to the absence of Cllr Clark.
- d. It was noted that the information from the resident at the beginning of the meeting with respect to car park works was very useful. It was noted that the last thing agreed was that there would be a letter asking for a working party between all groups. It was agreed that an email be sent to the Sports & Social Club to reiterate the letter from 2019 and to state that no response has been received. A response is required within 2 weeks.
- e. Correspondence had been received from CAPALC regarding their proposal to become incorporated. There were 4 questions posed by CAPALC to which the agreed response to CAPALC be as follows:
- f. Are you in favour of CAPALC becoming a non-profit, incorporated body in the form of a company limited by guarantee? **YES**
2. Are you in favour of £1.00 from your affiliation fee being ringfenced as your maximum liability for any claims being awarded against CAPALC? **YES**
3. Do you agree with clerks of member councils being eligible to become directors as well as councillors? **YES**
4. In the event of CAPALC being wound up, are you in favour of any assets being transferred to another organisation with similar aims, e.g. a neighbouring ALC? **YES**
5. Do you have any other comments? **None**
- f. The date for the Annual Parish Meeting (also known as the meeting of the Electors) was provisionally set for Wednesday 29<sup>th</sup> April 2020. Cllr Kirby to confirm whether she is able to Chair the meeting. The meeting agenda to contain the usual reports from community groups and invite planning from ECDC to give presentation.

## 20/22. Public Open Space and Community Matters

- a. Following clarification from Mr Skipper on the work to be undertaken on the Conservation Area, it was agreed that the council accept his quote and





provide him with a deposit of £700 to allow him to purchase the materials necessary.

- b. The council are keen to provide the village with an opportunity to hold a VE Day commemoration event for the village. There is no capacity within the council to run the event themselves, therefore the local groups would be invited to see if they wanted to help with an event
- c. The Locum Clerk noted that correspondence had been received from Fordham Parish Council concerning dog fouling they are experiencing on their Recreation Ground. They have approached ECDC about a Public Space Protection Order (PSPO) but the response has been that they would like to roll it out across the district rather than one or two villages. After discussion it was agreed ~~to~~ ask to be included in the PSPO.

**20/23. Cemetery Matters**

*Not OK*

- a. Due to the timing this item was not able to be discussed at the meeting and will be brought to the next meeting

**20/24. Date of Next Meeting**

Wednesday 11<sup>th</sup> March 2020

Meeting closed at 10.30pm

Chairman:

..... *AKRSTON* .....

Dated:

..... *11/3/20* .....

12<sup>th</sup> February 2020 - Appendix 1:

Invoices/Payments Authorised for Payment

Supplier	Invoice No.	Invoice Date	Cost Description	Net	VAT	Total
J Skipper Gardening Services	2003	31-Jan-20	January Cemetery Maintenance	£ 135.00	£ -	£ 135.00
Little Thetford Village Hall	20/025	06-Feb-20	Hall Hire 2020	£ 300.00	£ -	£ 300.00
				<b>£ 435.00</b>	<b>£ -</b>	<b>£ 435.00</b>

A.