



## Little Thetford Parish Council

Minutes of the Full Council Meeting, held at  
Little Thetford Village Hall, The Wyches, Little Thetford, Ely, CB6 3HG  
Wednesday 11<sup>th</sup> March 2020 at 7.33pm

Present: Cllr Mitchell (Chairman), Cllr Stubbs, Cllr James, Cllr Lamb, Cllr Kilby  
Locum Clerk: Libby White  
4 members of the public

**20/25.** The Chairman welcomed everyone to first the online meeting.

**20/26.** **To receive and accept apologies for absence**  
None

**20/27.** **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.

**20/28.** **Public and Press Participation Session (10mins).**  
It was noted that members of the Feast Committee were in attendance to speak about the speed sign and the item was brought forward to this point with agreement of council members.

**20/29.** **Approval of Minutes**

- a. It was unanimously agreed that the minutes be signed as a true record of the meeting held on 13<sup>th</sup> February 2020 with changes to item 20/18 and 20/22.
- b. None – item missed.
- c. Circulated with papers.

**20/30.** **Reports**  
Cllr Stubbs summarised her report which is available on the parish council website page. Items included:  
ECDC budget has been set. There is a balanced budget for the next two years (2020/21 and 2021/22); the recommendation to the Full Council to freeze the East Cambs element of Council Tax for the forthcoming financial year was agreed. This will be the seventh year in a row that Council Tax has been frozen.  
ECTC was delighted to be able to make an early partial repayment in December of £1.7m of the £4.62m loan it has from the Council, which is not due to be repaid until March 2021.

Following an extensive review of the East Cambs District Council's grant to Citizens Advice Rural Cambs, which began in March 2019, it was decided to cease the grant to CARC and to invest in increased resource and availability at the Council through the Housing and Community Safety Team.

## 20/31. Planning Matters

- a. Council members considered the Draft **Natural Environment** Supplementary Planning Document provided by ECDC.

Cllr James noted that the supplementary planning documents are full of useful information. He noted that ECDC are looking for suitable candidate sites to be converted to wildlife rich habitats at nil cost to parish councils (p.38). The documents states that any planning application has to show a net gain to biodiversity. Comments to ECDC to include how LTPC can look at a biodiversity study for the village; members would like the conservation area and pond to be a candidate towards the wildlife rich area, this document should apply to all applications and if outline permission has been granted 3 years ago, can we rely on the new police being adhered to?

Council members considered the Draft **Self-Build Housing** Supplementary Planning Document provided by ECDC

Having gone through the document, Cllr James stated that he feels it does not meet the need as stated on the first page and the document is very technical. Useful with interpretation and application but has left a few more questions unanswered. The biggest concern is with page 11, 3.1.2 was a bit of practical advice. Needs a better timeline (similar to the Natural Environment document).

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

It was noted that this had been left on the agenda from the last meeting and is not required.

- c. 20/00179/FUL construction of steel framed hobby building in rear garden at Westview, 29 Main Street, Little Thetford

It was agreed to give parish council support.

- d. 20/00200/FUL change of use including an increase in touring pitches from 10 to 20, siting of 16 mobile holiday lets and to cease caravan storage at Saunders Piece Caravan and Camping, Saunders Piece, Ely Road Little Thetford Chase up register. Concern from LTPC that the touring caravans are staying on site too long for their licence/permission. ECDC needs to check the register and conditions of planning conditions for site are being adhered too.

- e. 20/00300/FUL proposed rear single storey extension, removal of existing conservatory at 22 Orchid Close, Little Thetford.  
It was agreed to give parish council support.

## 20/32. 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 £75,366.14 when money not yet banked by suppliers has as been taken into consideration.
- b. It was **noted** that Cllr Stubbs and Cllr Clark 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 Clark to approve the online payments.
- c. It was noted that there is a slight increase in the price of the annual CAPALC subscription which is due for renewal. The increase was accepted and the invoice/subscription will be brought to the April meeting for payment.

### **20/33. Council Administration Matters**

- a. Cllr Lamb, James and Stubbs provided a verbal report on the tour and discussion provided by Streatham CLT. The developer brought land and gave 30% of the development to the CLT for affordable rented dwellings for local residents which are interspersed among everyone else. Estimate income of £250,000 per annum which mostly goes back into the community. Possibility of including a shop, surgery and potential to rebuild the village hall. Feel it is a positive thing for the community.
- b. The Locum Clerk noted that the Village Hall trustees were happy for the post box to be installed on the outside of the village hall for the council to have a permanent address. The councils supports the licence fee of £120 per annum for the mail box to be installed on the hall.
- c. The Locum Clerk noted that correspondence had been received from Ely Town Council asking if the Mayor could wear his Chains when attending an event in Little Thetford during April. Councillors agreed that they are happy for the mayor to wear the chains.
- d. It was noted that there had been no response from the Sports & Social Club following the letter sent following last month's meeting. The ongoing agreement was discussed and the Parish Council will be reverting back to the solicitors for advice on options.
- e. This item was brought forward to early as members of the feast committee were in attendance during the public participation session. It was noted that County Highways had approved the installation of the speed sign on a couple of lampposts but there were issues with the hexagonal posts. It had been decided that as there was no further options to put the sign up in the village and it should be sent back to the manufacturer and to get a refund.
- f. The Locum Clerk noted that the solicitor for the parish council had received all the answers to the questions that asked about the Wayleave. After some discussion, Cllrs noted that the agreed £50,000 was for four dwellings to be built on the land. A further two dwellings have been approved. It was agreed to inform the agent that they would be expecting £62,500 based on the ratio for four houses. The Locum Clerk also to inform the agent that the council will be approaching estate agents to inform them that the situation is still not resolved.
- g. It was noted that there had been 3 expressions of interest in the vacancy for the parish clerk. It was noted that there is still a vacancy for a councillor. As the permanent address can be advertised the Locum Clerk will update the notice to be put on the noticeboard and all social media

**20/34. Public Open Space and Community Matters**

- a. The inspection of the playground carried out by East Cambs Trading was considered by councillors. The Locum Clerk is to ask Spencer to sort the items out as listed on this inspection. As the Council is interested in improving the playground the Locum Clerk is to seek out grants and bring to the next meeting.
- b. The Locum Clerk noted that the Village Hall and School are potentially interested in the VE Day if the parish council is able to help. Cllr Clark will help and potentially 2 others. Locum Clerk to let the various groups know.
- c. The subject of properties encroaching on the highway was raised by Cllrs to the Local Highways Officer. The LHO is happy to approach the various residents to confirm that they have encroached and if necessary the property will be asked to be taken back. Locum Clerk to liaise with the LHO.

**20/35. Cemetery Matters**

- a. The requests for a bench and colourful plot were considered by members. It was agreed that the cemetery was at quota for benches as it currently stands but if they can wait until the extension is complete or would like to have a memorial bench in the village somewhere this would be considered. It was noted that another request for a colourful plot had been turned down recently due to it being against the cemetery regulations and it was unfortunate but the council could not support this request.
- b. The Locum Clerk noted that she had been in communication with the company which supplied the design for the extension. Though they can get tenders on the Council's behalf it was agreed for the Locum Clerk to get quotes for the work to be undertaken. It was noted that the Cemetery Regulations and Risk Assessments need to be reviewed.

**20/36. Date of Next Meeting**

Wednesday April 2020.

Meeting closed at 10.15pm

Chairman:

.....*AKR*.....

Dated:

.....*25/4/20*.....

11<sup>th</sup> March 2020 - Appendix 1:

Invoices/Payments Authorised for Payment

Supplier	Invoice No.	Invoice Date	Cost Description	Net	VAT	Total
Morton & Hall Consulting Limited	10036	08-Nov-19	Bus Shelter Survey	£ 370.00	£ 74.00	£ 444.00
Currys PC World	17108257	11-Feb-20	Printer cartridges	£ 67.96	£ 13.59	£ 81.55
Currys PC World	17110612	12-Feb-20	Laptop, printer and mouse	£ 590.81	£ 118.16	£ 708.97
East Cambs Trading Co Ltd	60625	27-Feb-20	Play area inspection	£ 25.00	£ 5.00	£ 30.00
J Skipper Gardening Services	2007	29-Feb-20	Cemetery Maintenance for February	£ 135.00	£ -	£ 135.00
				<b>£ 1,188.77</b>	<b>£ 210.75</b>	<b>£ 1,399.52</b>