

**MINUTES OF MEETING OF ELTISLEY PARISH COUNCIL HELD ON TUESDAY
10th SEPTEMBER 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 M Lines
Cllr R Pinner

Mrs A Jackson (Parish Clerk)

IN ATTENDANCE:

1 member of public
SCDC Cllr P Sandford

32. Apologies.

To receive and accept Apologies for Absence.

Cllr J Francis – personal
CCC M Smith - personal

33. 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

34. Minutes.

To confirm the Minutes of the Meeting held on 9th July 2024.

Resolved: That the minutes of the Meeting held on 9th July 2024 be signed as a true and correct record (Prop Cllr R Pinner, 2nd Cllr M Lines) All in favour

35. Public Forum

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

A member of the public addressed the Council regarding taking over Speed watch and raised the following issues:

- Volunteers – need support from Council for a drive for new volunteers.
- Training for new volunteers – video to watch, training on the job & then for the new volunteer to sign relevant paperwork to ensure they are covered under insurance from the Police/ CCC.
- Confirmation that the Parish Council are committed to financially support Speed watch

Members confirmed their commitment regarding the above. Cllr S Ellis will submit an article in the newsletter advising of the reduced volunteers and requesting for new ones to come forward.

Cllr R Pinner advised that Mr Thwaite, a long-standing volunteer of Speed watch has stepped down and requested the Clerk to write to thank him. All agreed.

36. District and County Councillor Reports

To receive verbal reports from district and county councillor.

District Councillor P Sandford reported:

- Apologised to Cllr S Ellis that the grants officer had lost his email, however the grant is now closed. Cllr S Ellis commented that the cost of the project that was beyond the scope of the fund.
- Civil Enforcement Parking – 3 out of 4 tickets issued in this ward were for cars illegally parked on Caxton End. The Parking Enforcement Officers will attend at random intervals.

- Potential visit from new MP – PC could invite him for a visit although there are approx. 96 Councils in South Cambs so may be a wait. Cllr D Stevenson advised he has emailed and to date has not had a response.
- EW Rail nothing to report.

Cllr R Pinner commented that the crocodile teeth on all of the entrances to the village are very faded and asked for a request to be submitted to CCC Highways for these to be repainted. Clerk to contact CCC M Smith for support.

37. Clerks Report

To receive written report

Meeting Dates: –

Full Council – Tuesday 12th November 2024

Items to report.

- CCC weed spraying completed in Eltisley on 10/07/2024
- Active Travel Hierarchy consultation – has been circulated to Councillors, open for responses until Monday 16th September 2024
- Streetlight energy charge – Invoices received & now paid up to date by DDR. Online account set up to view invoices. New letter of Authority lodged with Utility Aid.
- Nat West contacted 8th August 2024 & letter regarding change of Clerk resent to correct department. Awaiting confirmation of change.
- Tax Certificate summary and Excess Reportable Income Summary received from ABRDN (Gibbs Denley investment)
- Portrait of King Charles III received 16th April 2024, written to the Cade requesting permission to hang portrait in the Cade – awaiting a decision

Cllr D Stevenson will check with the Cade for their response regarding the portrait.

38. Members reports

(i) Parish Forum

Cllr R Pinner requested that the email for the Parish Forum be circulated to all Councillors.

(ii) Village working party.

Working Party date set for Saturday 5th October 2024. Cllr S Ellis will add this to the newsletter to ask for volunteers.

Work outstanding: Pocket Park – strimming nettles, brambles and cutting back branches. Dressing the paths. Bus shelter – cut back the shrubs. Play area – work as detailed on ROSPA report including cable tying the matting.

(iii) Parish plan survey

If any information is required for grants Cllr R Pinner can check the village surveys and collate the information.

(iv) Speedwatch

LHI Bid successful – Members would like the Westcotec MVAS that records registration numbers if permitted to use this on the public highway. If not to select a SWARCO MVAS.

Clerk advised that if MVAS are installed on lampposts this would need to be carried out by a qualified electrician.

Members advised the MVAS with solar conversion kit would be installed on lampposts at the bus shelter and on St Neots Road. These already have permission to use.

(v) Play area/RoSPA report

Nothing to report

(vi) A428

CCC have agreed to support the PC and will push for what the Parish needs with Highways.

Cambridge Road is currently closed for 10 months but suggestion has been made for this to remain closed until after the new A428 is opened. This would require a public consultation and permits to be applied for. Email has not been received from CCC – will circulate this by email for actions to be agreed by Councillors.

- (vii) County broadband
Cllr S Ellis commented that it is better than his previous supplier.
- (viii) Cross Path
Legacy Fund application will be made to kerb Cross Path with support from CCC Highways.
- (ix) Drainage
Members requested the Clerk to write to the Drainage Officer and to copy CCC M Smith in, to check that the letters have been sent to the riparian owners.
- (x) East West Rail
Awaiting announcement.

39. Finance and Risk

- 39.1 To approve the accounts for payment for period from 10th July 2024 – 10th September 2024
Resolved: That payments totalling £3989.73 be approved (Prop Cllr D Stevenson, 2nd Cllr R Pinner) All in favour.
- 39.2 To note the bank reconciliation as at 30th July 2024
Noted
- 39.3 To note the budget report dated 3rd September 2024
Noted
- 39.4 To consider new website and .gov.uk email addresses
Members considered that advice and information provided the Clerk and agreed to continue with the existing website and email address. Cllr M Lines will investigate a separate website to include a link to the village website and vice versa.
- 39.5 To consider donation request from St Neots Museum
Cllr M Lines suggested reminding residents that they can visit St Neots Museum free of charge.
Resolved: That a donation of £50 be approved and a request made to EVGT at their November meeting to cover the donation. ((Prop Cllr M Lines, 2nd Cllr R Pinner) All in favour.
- 39.6 To consider quotes for Tree survey work
Members considered 3 quotes for the tree survey work.
For T020 opt to remove lower limb. Clerk to request the contractor to drop the wood chippings near pocket park.
Resolved: That the quote from Cambridge Trees totalling £3960.00 inc. VAT be accepted. (Prop Cllr D Stevenson, 2nd Cllr R Pinner) All in favour.
- 39.7 To note Eltisley Bus Shelter Insurance reinstatement cost of £22,000 + VAT
Noted
- 39.8 To note changes to NatWest Business account terms
Noted
- 39.9 To note the re issue of cheque to Bradgate
Noted
- 39.10 To consider Nat West Online Banking
Resolved: That the Clerk become a signatory and an application be made for Online Banking. (Prop Cllr M Lines, 2nd Cllr R Pinner)
- 39.11 To review insurance renewal documents and approve renewal at a cost of £1447.27
Clerk confirmed that Council is in the final year of a 3-year agreement.
Members commented that the additional MVAS will need to be added once received.
Resolved: That the quote for £1447.27 be approved and invoice paid. (Prop Cllr D Stevenson, 2nd Cllr R Pinner) All in favour.
- 39.12 To consider donation request from Magpas dated 23rd August 2024
Resolved: That a donation of £50 be approved and a request made to EVGT at their November meeting to cover the donation. ((Prop Cllr R Pinner, 2nd Cllr M Lines) All in favour.

39.13 To approve the signing of the agreement to switch investment from Gibbs Denley to Progeny Wealth Limited

Resolved: That the signing of the agreement to switch investment from Gibbs Denley to Progeny Wealth Limited be approved. ((Prop Cllr R Pinner, 2nd Cllr D Stevenson) All in favour.

39.14 To consider replacement noticeboard for Bus shelter and outside school
Members considered the replacement of the noticeboards at the bus shelter and outside the school and commented that these are not the responsibility of the Parish Council. The noticeboard on the bus shelter is the Church responsibility and the noticeboard outside of the school is the school's responsibility. The relevant groups could apply to EVGT for funding or the Legacy Fund is available for other groups to apply to should they wish to.

40. Policy

To review and adopt the following policy documents.

(i) Biodiversity Policy and Action Plan

Resolved: That the Biodiversity Policy and Action Plan be adopted. (Prop Cllr R Pinner, 2nd Cllr D Stevenson) All in favour.

(ii) FOI Publication Scheme

Resolved: That the FOI Publication Scheme be adopted. (Prop Cllr R Pinner, 2nd Cllr D Stevenson) All in favour.

41. Planning.

41.1 To consider the following applications that have been Received:

(i) Application ref: 24/02919/FUL Rebuilding of and conversion of barn 1 to holiday let/ guest annex, Rebuilding of Barn 4 and, Restoration and conversion of barns 2, 3, 5 for storage and garaging.

Manor Farm Caxton End Eltisleys Cambridgeshire

Resolved: That the planning application be supported. (Prop Cllr D Stevenson, 2nd Cllr B Bidgood) All in favour.

41.2 To note the following Condition Request application for information only:

(i) Application reference: 20/05300/CONDB

Submission of details required by condition 3 (written scheme of investigation) of planning permission 20/05300/FUL

38 Caxton End Eltisleys St Neots Cambridgeshire PE19 6TJ

Noted

42. Community Engagement

42.1. To review and agree actions to the Emergency Plan

Cllr R Pinner reminded Councillors that this is a confidential document and is lodged with SCDC, it would be used in the event of a major incident.

Members agreed for Cllr R Pinner, Cllr D Stevenson, Cllr S Ellis and Cllr B Bidgood to meet to update the Emergency Plan.

42.2 To agree date and venue for 2024 Christmas Party

Agreed for the event to be held on 7th December 2024 at The Cade to coincide with the Christmas Light Switch on. Further details will be finalised at the November meeting.

Cllr S Ellis will take the lead for the arrangements of carols around the Peace Tree on Christmas Eve.

42.3 To note and agree option to take part in Cambridgeshire and Peterborough

Combined Authority bus franchising consultation dated 14th August 2024

Cllr D Stevenson will attend on 10th October at Duxford Air Museum. Clerk will RSVP to Cambridgeshire & Peterborough Combined Authority.

42.4 To consider decision of the panel for LHI Bid 2024/25 dated 2nd September 2024

Members confirmed that a post is not required, the MVAS will be installed on existing permitted lampposts. See item 38 (iv).

43. Correspondence.

To receive correspondence and agree any actions: -

- (i) To note CCC press release on the "war on weeds" 17th July 2024
Noted
- (ii) To note Nat West credit interest reducing dated 8th August 2024
Noted
- (iii) To note CAPALC update on 'Parish Domain Helper Service dated 23rd August 2024
Noted
- (iv) To note and agree attendance to Cambridgeshire ACRE's AGM 9th October 2024, 2.00pm - 3.00pm via Zoom.
Noted. No volunteers to attend.

44. Items to report.

- Cllr D Stevenson advised Councillors that the Cade doors need replacement due to two recent break ins and them not complying with fire regulations and requested this to be an agenda item in November.
- Cllr R Pinner commented that a few cars were parked on the grass outside the Cade on Saturday and the need to prevent this from happening regularly.
- Cllr D Stevenson advised that the Hastoe site are near completion and expect to be finished by November.
- Cllr S Ellis raised the suggestion of a duck house platform for the pond. The Clerk advised that there is a website 'Support Cambridgeshire' where there are several grants available. Clerk will email the link to Cllr S Ellis.
- The Clerk advised she had attended SLCC meeting on 6th September where it was highlighted that the National Planning Policy Framework consultation is due to close on 24th September and urged Parish Council's to comment. The Clerk asked members to email any comments for submission.
- The Clerk advised members of a Cambs ACRE 'staying connected' session on Thursday 17th October.

45. 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 2nd Cllr S Ellis) All in favour.

MEETING CLOSED 9.21pm

46. To receive an update on Manor Farm - Valuers advice relating to common land/Manor Farm

47. To review end of probation for Parish Clerk

MEETING REOPENED 9.29pm

Being no further business, the meeting closed at 9.30pm

Chairman

Date

Eltisley Parish Council

10 September 2024 (2024-2025)

PAYMENTS LIST

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
31	10/07/2024		Nat West current acc	2022	D-Day 80 refreshments	The cade	Z	90.00		90.00
32	10/07/2024		Nat West current acc	2027	Grass cutting	Bradgate ltd	S	480.00	96.00	576.00
33	10/07/2024		Nat West current acc	DDR	street lighting energy	SSE Energy Solutions	L	21.64	1.08	22.72
33	10/07/2024		Nat West current acc	DDR	street lighting energy	SSE Energy Solutions	L	27.95	1.40	29.35
33	10/07/2024		Nat West current acc	DDR	street lighting energy	SSE Energy Solutions	L	26.13	1.31	27.44
33	10/07/2024		Nat West current acc	DDR	street lighting energy	SSE Energy Solutions	L	27.95	1.40	29.35
33	10/07/2024		Nat West current acc	DDR	street lighting energy	SSE Energy Solutions	L	27.04	1.35	28.39
33	10/07/2024		Nat West current acc	DDR	street lighting energy	SSE Energy Solutions	L	27.95	1.40	29.35
34	07/08/2024		Nat West current acc	DDR	street lighting energy	SSE Energy Solutions	L	27.04	1.35	28.39
35	08/08/2024		Nat West current acc	2025	Website hosting fees	Richard Rodgers	Z	93.59		93.59
36	08/08/2024		Nat West current acc	2026	Valuation - Right of access to	Richard Baker	Z	350.00		350.00
38	13/08/2024		Nat West current acc	2029	paye	HMRC	Z	112.20		112.20
37	13/08/2024		Nat West current acc	2028	salary	Staff	Z	470.85		470.85
39	27/08/2024		Nat West current acc	2030	Grass cutting	Bradgate ltd	S	1,000.00	200.00	1,200.00
40	27/08/2024		Nat West current acc	DDR	street lighting energy	SSE Energy Solutions	L	27.95	1.40	29.35
41	03/09/2024		Nat West current acc	2031	office rent	Holywell cum Needingwort	Z	226.40		226.40
42	05/09/2024		Nat West current acc	2032	room hire	Cade pavilion	Z	18.75		18.75
46	10/09/2024		Nat West current acc	2036	paye	HMRC	Z	112.00		112.00
45	10/09/2024		Nat West current acc	2035	paye	HMRC	Z	481.85		481.85
43	10/09/2024		Nat West current acc	2034	room hire	Cade pavilion	Z	22.50		22.50
44	10/09/2024		Nat West current acc	2033	room hire	Cade pavilion	Z	11.25		11.25
Total								3,683.04	306.69	3,989.73