

## LITTLEPORT PARISH COUNCIL

Minutes of the Parish Council Meeting held at The Barn on Monday 19<sup>th</sup> February 2018 at 7 pm

PRESENT: Councillor C Ambrose Smith  
Councillor D Ambrose Smith  
Councillor F Brown  
Councillor P Cox  
Councillor S Green  
Councillor D Jordan  
Councillor L Malkin  
Councillor D Murfitt  
Councillor G Norman  
Councillor E Dos Santos  
Councillor C Webber – Chair  
Councillor J Webber

Members of the Public: 0  
Also present the Clerk and the Clerk Emeritus.

### PUBLIC FORUM

None.

17/18.109 CHAIRMAN'S WELCOME  
The Chairman welcomed all those present to the meeting.

17/18.110 APOLOGIES & ABSENCES:  
Cllrs Lee and Wright – apologies. Cllr S Kerridge absent.

17/18.111 DECLARATIONS OF INTEREST:  
Cllrs DAS, DJ, JW and EDS item 17/18.115.

17/18.112 CONFIRMATION OF MINUTES:  
The Minutes of the ordinary Parish Council meeting of 15<sup>th</sup> January 2018 and the Minutes of the Planning Sub-Committee of 28<sup>th</sup> January 2018 were signed by the Chairman as a true representation of business transacted.

17/18.113 CHAIRMAN'S ANNOUNCEMENTS:  
The Chairman updated the meeting on the meetings that he had attended since the last full Council meeting:

Initial meeting concerning the establishment of a Community Hub drop in facility. This is an ECDC led initiative and will operate, in the first instance, on the first Thursday of the month at the Village Hall from 10am to 1pm. Numerous agencies will be there (housing, health, benefits etc) and will be an opportunity for people to get help.

Meeting with the Village Hall Committee to discuss landlord and tenant relationship going forward. The Clerk has drafted an agreement which will be brought to full Council in due course for agreement.

LHI Bid Panel Meeting. A bid had been submitted for traffic calming works in Parsons Lane. The outcome of the Panel meeting should be known in the next 3 weeks.

A "Problem Solving" meeting attended with the Police but unfortunately had not been as successful as originally hoped due to elected Members not being covered by

laws in respect of confidentiality. The Police will ensure that any information concerning issues which are thought to be relevant to the Parish will be sent through.

A meeting is taking place on 26<sup>th</sup> February with Millfield School concerning the issues that they are experiencing in respect of parking. DAS will also be in attendance as it is thought that any solution may well have to be County Council led.

#### 17/18.114 PADDOCKS – TRANSFER FOR SIGNING

Despite reassurances from ECDC to the contrary, they have yet to provide the Solicitor with the up to date search and conveyance requested. Until this documentation is received and reviewed by the Solicitor, the Parish Council are advised not to sign any transfer document.

Following discussion it was AGREED that the Chairman be given delegated authority to sign this document as soon as the Parish Council is advised by the Solicitor that everything is in order.

#### 17/18.115 DOG WASTE/LITTER BINS – LEISURE CENTRE AND PLAY AREAS

Further instances of vandalism have taken place throughout the village in respect of the litter bins, in particular those situated at the play areas. Following discussion with the groundsman, it had been suggested that the purchase of rectangular bins may offer better protection from vandalism and the Clerk had obtained a quote from Glasdons for the purchase of 5 bins. The cost to replace the 5 bins is £1,665.50 plus VAT. It was AGREED that the order for 5 replacement bins be placed.

A request had also been received from the Leisure Centre asking whether the Parish Council would fund the purchase and installation of 8 waste bins within the Leisure Centre grounds in an attempt to encourage users of the land to dispose of their rubbish in an appropriate fashion. The Leisure Centre staff would take on responsibility for emptying the bins, the purchase would be classed as a 'gift' to the Leisure Centre.

A quote for the purchase of a further 8 waste bins is in the sum of £2,664.80 plus VAT. It was AGREED that the order for the further 8 waste bins be placed.

Following discussion it was AGREED that a total order for 14 bins (£4,663.40 plus VAT) be placed which would leave one bin in reserve.

The funding for the purchase of the bins will be taken from the CIL monies already received from the District Council.

#### 17/18.116 NEW NEIGHBOURHOOD WATCH SCHEME – REQUEST FOR FUNDING

Correspondence had been received from the newly formed Millpit Furlong/Hoof Close Neighbourhood Watch Scheme requesting financial assistance in the purchase of signage for lamp posts etc.

The new Scheme has now received Police approval and they are keen to get the group up and running. Permission has been sought, and granted, from CCC in respect of the placing of the signs on the lamp posts.

The sum requested is £90.

It was AGREED that the sum of £90 be granted to the new Neighbourhood Watch Scheme.

#### 17/18.117 SPEED SIGN – QUOTATION FOR REPAIR

Following the damage that occurred to the MVAS the Clerk had received a quotation from Swarco Traffic for it to be repaired. The quote is in the sum of £1,100 plus VAT.

The Clerk has contacted the Parish Council's insurance company who have confirmed that this amount could be claimed on the insurance without having a detrimental effect on the

premium payable for the coming year. The Parish Council would have to pay £200 excess if a claim were to be submitted.

It was AGREED that an insurance claim be submitted to cover the cost of the repair.

17/18.118

Agenda should read Whitelands not Whitefields

**LAND AT WHITELANDS – OFFSITE OPEN SPACE CONTRIBUTION**

Correspondence had been received from Pegasus Group, agents for the developers of land at Whitelands, Highfield Farm, concerning ECDC's requirement that an offer of offsite open space/or financial contribution towards any existing open space be made to the Parish Council.

Discussion took place over what might be considered suitable and JW and DAS (in their role as District Councillors) agreed to investigate the approximate level of commuted sum the Parish Council may expect to receive to inform further discussions at the Parish Council meeting to take place on 19<sup>th</sup> March.

DAS also pointed out that Littleport is, following a County Council audit, 22% short of open spaces within the parish so wished consideration to be given to the acquiring of land to mitigate some of the shortfall.

This item will be further discussed at the next full Council meeting to take place on 19<sup>th</sup> March 2018.

17/18.119 FINANCE:

119.1 The Financial Statements of the Parish Council were signed by the Chairman as a true representation of the accounts held by the Parish Council.

119.2 The following payments were made out of meeting from 15<sup>th</sup> January 2018 18<sup>th</sup> February 2018:

Cheque/DD	Payee	Amount
DD	Anglian Water	13.45
DD	Anglian Water	88.91
DD	Anglian Water	47.88
DD	Anglian Water	45.10
DD	E.on	27.66
DD	Fuel Card	38.42
DD	E.on	8.11
DD	BT	52.90
DD	NEST	45.16
DD	B Gas	52.86
DD	Barclays Bank Wages	5342.29
DD	Fuel Card	21.00
DD	E.on	27.07
104322	Clearview	6723.60
104323	CSA Cleaning	1756.76

119.3 The following orders for payments were duly authorised:

Cheque/DD	Payee	Amount
104324	Balfour Beatty	1052.28
104325	Clearview	805.20
104326	RT J Constable	705.60
104327	Copier Warehouse	25.06
104328	Towergate insurance Brokers	243.00
104329	James Lee Electrical	584.81

104330	G Murfet	88.00
104331	G & J Peck	49.96
104332	Victoria Tyres	24.00

119.4 The Chairman authorised the BACS payments to be made to staff.

17/18.120 FOLLOW UP DIARY

Further to the Parish Council agreeing to investigate the re-painting of various white/yellow lines around the village early in 2017, the Chairman had been informed by Cambridgeshire Highways that the method for obtaining these works was now to be made via a Privately Funded Highway Improvement bid (“PFHI”).

The relevant form had been received by the Clerk and had been completed, with accompanying maps, and despatched to Highways. It was hoped that a positive response would be received very shortly for the works to be carried out. The Parish Council had been informed that this service was not without cost but no indicative costs had yet been received. The item will be put onto the next agenda when it is hoped that indicative costs will be available for Members’ scrutiny.

FB requested that an item on parking issues generally be placed on the agenda for the meeting to take place on 19<sup>th</sup> March 2018.

The CCTV system is now fully functional and operational throughout the village.

17/18.121 DISTRICT COUNCILLORS’ REPORT

CAS – An extra Planning Committee meeting had taken place to approve the commencement of the North Ely development. The draft Local Plan would be discussed at full Council taking place later this week.

PC – The upgrade of the sound and vision systems in ECDC’s Council Chamber had now been completed.

JW – The waste service was due to come ‘in-house’ from 1<sup>st</sup> April and ECDC are also conducting a survey about adopted/non-adopted roads. The youth group in the village had been very busy over the half-term holidays with various activities from rock painting, magic show and family bingo sessions being held. More are planned for Easter and this has been possible due to ThePort receiving funding from Sanctuary Housing.

17/18.122 COUNTY COUNCILLOR’S REPORT

The County Council element of Council Tax would be rising by 4.99% for this coming year. 2% of this amount would be ringfenced for Children and Adult Social Care. DAS pointed out that these services accounted for 79% of the County Council’s annual budget every year.

ITEMS FOR FULL COUNCIL ON 19<sup>TH</sup> MARCH 2018

- Parking Issues
- Relationship Agreement with Village Hall Committee
- Land at Whitelands – Offsite Open Space Contribution

There being no further business the meeting closed at 7.59 pm.

Signed: .....  
Chairman  
Dated: .....