

LITTLEPORT PARISH COUNCIL

Report of the Annual Parish Council Meeting held in The Barn on Monday 17th May 2004 at 7.30pm

PRESENT: Councillor D T Murfitt
Councillor F J Brown
Councillor L Cooper
Councillor P M Cox
Councillor J H Crane
Councillor S Green
Councillor B W Hayes
Councillor J M Howard
Councillor S D Kerridge
Councillor L E J Murfitt
Councillor G Norman
Councillor A N Wright

Also present District Councillors N Morrison and L Rodrigues and one member of the public.

1. APOLOGIES:

Apologies for absence were received from Councillors Binks, Pyrah and County Councillor P Bailey

2. APPOINTMENT OF CHAIRMAN:

Councillor P M Cox was appointed Chairman for the ensuing year.

3. DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Cox duly signed the Declaration of Acceptance of Office

4. HEALTHY LIVING PROJECT:

The Chairman welcomed Cecilia Tredget Deputy Chief Executive and Chris Fennell Recreational Development Officer with East Cambridgeshire District Council to the meeting.

Miss Tredget outlined the history behind the project and the three options that were open for discussion. (A copy of the proposals follows these minutes).

Councillors were given the opportunity to question various points; greatest concern was the use of the Section 106 monies and the need to safeguard that investment for the future benefit of Littleport. Business plans would be drawn up for Options 1 and 2 and as part of the consultation processes the various comments by councillors would be noted. Miss Tredget would present a further review thus enabling councillors to have another say.

The Chairman thanked Miss Tredget and Mr Fennell for attending.

Councillor Mrs Howard proposed a vote of thanks to the outgoing chairman Councillor D T Murfitt seconded by Councillor Crane and endorsed by all.

5. APPOINTMENT OF VICE-CHAIRMAN:

Councillor Norman was duly appointed Vice-Chairman for the ensuing year.

6. COMMITTEES AND WORKING GROUPS:

The Chairman and Vice-Chairman are ex-officio members of all committees and working groups.

Planning: Councillors Binks, F J Brown, Crane, Green, Hayes, Howard, Kerridge, D T Murfitt, L E J Murfitt and Pyrah.

Finance: Councillors F J Brown, Crane, Hayes, Howard, Kerridge, D T Murfitt, L E J Murfitt, Pyrah and Wright.

Safer Villages Initiative: Councillors F J Brown, Cooper, Green, Howard and Pyrah

Working Parties:

Cemetery: Councillors F J Brown, Crane, Green, Howard, Kerridge, D T Murfitt and L E J Murfitt

Street Lighting: Councillors F J Brown, Crane, Green, Howard, Kerridge and L E J Murfitt

Play Equipment/Allotments/Footpaths/Open Spaces: Councillors F J Brown, Cooper, Green, Howard, Kerridge and L E J Murfitt

Tree Planting: Councillors F J Brown, Green, Howard, Kerridge, and Wright

7. SCHOOL GOVERNORS:

Notification of the discontinuation under the School Governance (Constitution) (England) Regulations 2003 the category of "Additional co-opted governors: minor authority nominees. was received.

It was agreed to write the two schools asking if they wish to continue their links with the parish council.

8. CAMBRIDGESHIRE ASSOCIATION OF LOCAL COUNCILS:

Councillors Mrs Howard and Hayes were appointed as Parish Council representatives to the Cambridgeshire Association of Local Councils.

9. ELY SECTOR POLICE CONSULTATION GROUP:

The Chairman and Vice-Chairman were appointed as representatives to the Ely Sector Police Consultation Group.

10 LITTLEPORT LEISURE COMMITTEE:

The Chairman reported on the difficulties facing the committee at present, currently there was no Treasurer and the Chairman and Secretary were standing down at the AGM in September. Should a new committee not be formed the responsibility for the Centre would revert to the Parish Council.

Councillor Mrs Howard proposed a vote of thanks to Councillor Hayes for all his efforts as Chairman of the Leisure Centre for the past four years. Endorsed by all present.

11. INTERNAL AUDITOR:

It was agreed to re-appoint Mr Martin Smith as Auditor for the coming year. It was also noted that in view of the additional duties he has to perform outside the financial audit his fee for the coming year would reflect this extra work.

12. CALC SUBSCRIPTION:

The sub subscription of £503.88 to the Cambridgeshire Association of Councils was approved.

13. INSURANCE DOCUMENTS AND DEEDS:

The Chairman had inspected the Insurance Documents and list of deeds prior to the meeting.

The issues of insurance cover for the incomplete skate park were raised and it was agreed to insure the site with immediate effect as young people were using some of the facilities.

Councillor Kerridge proposed that a letter be sent to the contractor asking for a site inspection prior to handover, enquire about his insurance liability cover and to precede the letter with a phone call. Agreed.

14. CHAIRMAN'S ANNOUNCEMENTS:

- i] The Citizens Advice Bureau will be attending next month's meeting
- ii] Reminder to councillors of the Open Meeting on 19th May
- iii] Parish Councillors have to reconfirm their declaration of interests annually. A letter confirming no change is required or a new form has to be completed if there have been any changes
- iv] Free Spirit AGM 10th June 7.30 pm in the Barn all councillors are invited to attend

15. MINUTES:

Before the minutes were approved a procedural error had occurred at the Planning meeting held on 10th May 2004 concerning the application by Mr M Young for a hot food takeaway. This matter will be brought back to committee to redetermine at their next meeting.

The reports of the Planning, Finance and Parish Council Meetings held on 19th April 2004 and the Planning Committee Meeting held on 10th May were then approved.

16. FINANCE COMMITTEE RECOMMENDATIONS:

The Chairman reported on the inability to pay dues to the Inland Revenue on line without a debit card. Other payment methods would incur charges. It was recommended that the present payment method by cheque would continue. Agreed.

17. FOLLOW UP DIARY:

The Clerk reported:

Traffic Calming in Ely Road – our comments had been noted and Peter Vale would report back with alternatives.

High Street Toilets – The stopping order had not yet been instigated, however the Highways department are under pressure to do something with the site and offered the Parish Council four options to demolish the building, re-open as toilets, change of use for the building to a shelter, make into a pocket park.

Councillors were in agreement that the building be demolished and the area be made into a pocket park.

Highways also asked for council's views on the future of the Brandon Creek toilets. Agreed this was a matter for the County and District.

Main Street Bench – Councillor F J Brown and PC Dave Leonard were working in partnership to monitor the problems. Bench still required cleaning.

Footpath 11 over the railway line extinguishment goes to a tribunal in November.

Section 106 Contributions from Highfield Development had been received and circulated. Agreed to bring this back to next meeting for discussion.

18. DISTRICT COUNCILLORS REPORT:

Councillor Rodrigues reported on changes to Licensing applications in future a committee increased from 7 to 15 District Councillors would determine applications.

Councillor Morrison reported on his attending two partnership meetings and a seminar on the relocation of the District Council offices 11 sites had been identified. A third seminar will take place in July.

Councillor Wright explained that some of the sites identified were not openly on the market and the council would have to use its powers to compulsory purchase if necessary. The Portley Hill depot was not considered as a possible site partly due to the costs that would be incurred relocating staff.

The licensing rules are vague and unclear at present, but it is understood in future Landlords would be issued with a personal license and the Licensed premises will get 24 hour licenses.

The recent by-election was won by the Conservatives.

19. COUNTY COUNCILLOR'S REPORT

No report

20. PETITION FOR ADDITIONAL PLAY EQUIPMENT:

A petition from Trudy Spillman for additional play equipment at Saffron Close was received and agreed to pass the matter on to the Play Equipment Working Group to progress. Trudy has been invited to view the play equipment catalogues.

21. MEMORANDUM OF UNDERSTANDING:

The draft Memorandum of Understanding re: Police Community Support Officers was received and councillors took issue over several points. These matters would be raised at a meeting with the Police due shortly. Query item 5.8; is Source A the Parish Council; area defined Parish or East Cambs and who the BCU.

22. STREET LIGHTING:

Councillor F J Brown reported on the upgrading by the County Council on street lighting in Granby Street and Ponds Hills. One column in Ponds Hill still has not been connected.

A revised quote to replace the lighting on the footpath leading within the Leisure Centre had been received and in view of the urgency to progress matters the Chairman spoke with several councillors who agreed to the quote to install 5 lighting columns and re-cabling to a new feeder pillar of £5199.24. Agreed to ask if the old lighting columns can be given to the Leisure Centre as spares.

The lighting column adjacent to the Harley site was waiting for the CCTV connections.

23. RIGHTS OF WAY:

The Countryside Services Team requires input into the consultation of the Cambridgeshire Rights of Way improvement plan.

Agreed questionnaires be forwarded to Littleport Society and Business Group.

The Footpaths Working Group would complete the questionnaire on behalf of the Parish Council.

24. YOUTH PROVISION:

Councillor Hayes had produced a report outlining the way forward and for the need to get the all key players around the table to discuss the way forward. The Clerk will contact the key players to arrange a mutually convenient meeting to progress this matter. Copies of the report will be circulated to the key players.

The Community Annex (formally the Youth Club) is available for hire on a Monday and Wednesday evenings. The Youth Service to be contacted to agree arrangements to hire the room during term time from September.

In confirmation of the foregoing report

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CHAIRMAN

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DATE