

# ELSWORTH PARISH COUNCIL

Minutes of the Annual Parish Council meeting held on

Wednesday May 18th 2022 at 7.30pm

in

Elsworth C of E School Hall, Broad End, Elsworth CB23 4JD

**Declarations of acceptance of office were received from  
Peter Deer, James Howell, Margaret Stevenson, James Witherow  
Victoria McNeill (received May 12<sup>th</sup> 2022)**

## PRESENT

Chairman Peter Deer (PD)

Councillors Margaret Stevenson (MSt) James Witherow (JW) James Howell (JH)

Clerk Mrs. E Sim (ES)

In attendance D Cllr Mark Howell (from 20:15)

Paul Harding (PH) Village Tree Warden

## 2022/05-1 Election of Chairman of the Parish Council

Peter Deer was proposed (JW) and seconded (MS) and elected unanimously. PD advised that he would not continue as chairman for the full term.

## 2022/05 -2 Apologies for absence

Victoria McNeill (Annual Leave)

C. Cllr Mandy Smith

D.Cllr Mark Howell. (Late. Attending Bourn PC meeting)

D Cllr Peter Sandford

## 2022/05-3 To receive councillors' Registers of Parish Members' Financial and other interests

Registers of parish members' financial and other interests were received from Peter Deer, James Witherow, Margaret Stevenson and James Howell.

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## Public Participation/Forum – 10 minutes

No items were raised.

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## 2022/05-4 To receive declarations of interest & requests for dispensations

- 4.1 To receive declarations of interest from councillors on items on the agenda. JH declared an interest in items 7.7. (Trustee of Elsworth Sports Club) and 10.1. Church Warden Holy Trinity Church.
- 4.2 For declarations of interest received, Councillors to inform the Chairman if they wish to speak on the matter at the agenda item prior to discussion. No request received.
- 4.3 To receive written requests for dispensations for disclosable pecuniary interests (if any). None.
- 4.4 To grant any requests for dispensation as appropriate. None.

## 2022/05-5 Election of Vice Chairman of the Council

Members agreed not to elect a vice chairman at the present time.

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## 2022/05-6 To sign & approve the Minutes of the Council meetings dated 16<sup>th</sup> March 2022

It was proposed (JW, seconded MS) and unanimously **approved** that the Chairman sign the Minutes with no amendments.

## 2022/05-7 Finance

### 7.1. To approve and sign the Council's Annual governance statement 2021/2022

It was proposed (JW, seconded MS) and unanimously **approved** that the Chairman sign the council's Annual Governance statement 2021/2022.

### 7.2. To approve and sign the Council's Accounting statement and Certificate of Exemption for the year ending March 31st, 2022

It was proposed (JW, seconded MS) and unanimously **approved** that the Chairman sign the. Council's Accounting statement and Certificate of Exemption for the year ending March 31st, 2022

### 7.3. To note the Annual Internal Audit report 2021/22. Noted.

### 7.4. To approve payment of accounts.

The following payments were approved unanimously (prop JW Sec MS)

1 April 22	MRS E SIM March 2022 remuneration	£601.20
4 April 22	PENDRILL PUB/TIONS March ET	£75.00
5 April 22	NGF PLAY LTD Play area equipment deposit	£12,329.28
5 April 22	GM SHARP LANDSCAPE Steps Fardell's Lane	£540.00
6 April 22	BLACKCOUNTRYMETAL Tree Guard	£159.79
13 April 22	PAUL HARDING reimbursement for Queen's Jubilee Tree for Elsworth School	£65.00
19 April 22	HP Computer print	£11.49
19 April 22	HUWSGRAYRIDGEONS Fardell's Lane	£84.34
19 April 22	BT GROUP PLC Telephone and internet	£162.52
20 April 22	ANDREW POPE Delivery Elsworth Times	£30.00
26 April 22	MR NEIL M KENNY Verge cut 1	£400.00
3 May 22	MRS E SIM April Remuneration	£601.20
16 May 22	HP Printer ink & copies	£4.49
16 May 22	MR NEIL M KENNY Verge cut 2	£400.00
16 May 22	MR NEIL M KENNY General village maintenance 15.03.22 -10.05.22	£448.00
17 May 22	MRS E SIM Postage/Mileage expenses 13.04.22 17.05.22	£24.1515

### 7.5. Notice of receipts received

01.05.2022	Interest Santander Business reserve Account	1.48
29 April 22	29APR GRS 08190046	1.15
20 April 22	22834729 Interest	0.06
20 April 22	17603900 Interest	0.01
20 April 22	18896057 Interest	0.01
4.April 22	Interest Santander Business reserve Account	0.18
31 Mar 22	31MAR GRS 08190046	0.10
21 April 22	SOUTH CAMBRIDGESHIRE DC Precept 1st Instalment	12,000.00

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7.6. To consider an application from P Solon for reimbursement of £171.20 Insurance policy cost for 2022 for Voluntary Litter Picking Group.

Members **Agreed** to reimburse the insurance costs for the year 2022.

7.7. Elsworth Sports Club request for financial assistance. To receive an update from the sports club on their need for the finance.

Councillors noted the report on grass cutting costs by PH and Sports Club accounts for the last three years. PH reported that the Sports Club had considered the cost of employing a contractor to cut the grass and had considered the costs too high. A reconditioned mower had been purchased instead. The Sports Club requested that the PC consider changing the previous offer of £650 towards the pavilion cleaning costs to grass cutting costs and increasing the amount. Members recognised that the playing field was used for more than just Sports Club activities and agreed to consider funding a donation/grant to the Sports Club as a contribution toward the costs of for grass cutting of up to £1,500 for the coming year, to be reviewed at the end of the year. This would be conditional on:

- The inclusion of regular cutting of the children's play area
- The use of the pavilion free of charge for parish council meetings

PH agreed to take this proposal to the Sports Club Committee.

## 2022/05-8 Appointments for 2022-2023

- Parish Tree Warden Paul Harding
- Fardell's Lane Volunteer Warden Louise Hanzi
- PC representatives for
  - The Village Community Flood Group Philip Sleightholm, James Witherow, Peter West
  - Elsworth Sports Club Committee Rob Askham
  - A Broadband Champion for the village James Howell

It was noted that David Pope had agreed to continue to represent the PC along with PD for the East West Rail consultations. Other meetings on engagement matters come up often and the PC would deal with allocation of representatives as these arise. MS agreed to represent the PC on future consultations/presentations about the new A428 proposals.

## 2022/05-9 Reports and updates

9.1 Cambridgeshire County Councillor.

Cllr Smith was absent.

9.2. South Cambridgeshire District Councillor.

Cllr Howell was congratulated on his re-election. Cllr Howell reported that the company Ermine Street Housing set up by SCDC was progressing well and bringing in a good income for the DC general funds, which helped reduce the precept. Houses purchased with a loan from the council were rented at market rates. They were owned by the DC but were not council houses.

Cllr Howell paid tribute to Cllr Nick Wright who retired following eighteen years' service as District Councillor.

Cllr Howell advised the PC that BT would not be maintaining copper wiring after 2026.

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PD reported that in email correspondence with the new District Councillor, Peter Sandford had confirmed that, should EWR come to pass, in his view it would make sense to build the rail station for Cambourne top the south of the town.

## 9.3. Clerk's Update.

### 1. Additional Planning Applications determined by Greater Cambridge partnership

- 21/04671/CONDA Barn At Browns Farm Boxworth Road Elsworth Cambridgeshire CB23 4JQ Discharge Condition in Full
- 22/00571/HFUL 7 Church Lane Elsworth Cambridgeshire CB23 4HU Granted Permission
- 22/0407/TTCA 41 Brook Street Elsworth Cambridge Cambridgeshire CB23 4HX Have No Objection To

### 2. Request for funding from Elsworth Preschool

The preschool wished to make an application to the Parish Council for funding to support various upgrades and improvements to the Pre-School:-

1. To refurbish the interior with replacement furniture and equipment, much of which today is old/tired/broken etc. They have a target of circa. £1500 to raise for this based on a costed list of items.
2. To refurbish and upgrade the exterior, to include new safety surfacing, planting and learning and play equipment. This is a bigger endeavour, and they have a target of somewhere between £5k - £7.5k.

Recognising that 2) will take longer to raise funds for and will be quite disruptive in terms of contractors etc. the work would take place over the summer whilst the pre-school is closed. They are therefore focussing on 1) for the time being.

The Trustees wish to apply to the PC for support for the first project and recognise that financial aid would be based on the % of children who are at the Pre-school who are living in the village, currently this is circa 50%. The Preschool is therefore hoping to apply to the PC for funding of £750.

Members agreed that they were prepared to consider offering some funding but required more specific details of the proposals, the numbers of school children and the costings.

### 3. Cooption

The PC has five elected members after the ballot on May 5<sup>th</sup>. There are therefore four vacancies on the council as Elsworth PC is entitled to have up to nine members. Advice had been received from the SCDC Electoral Services Officer that where elections are uncontested vacant seats can be filled by co-option without the need to advertise.

Three residents had expressed an interest in co-option and it was agreed that they be asked to provide information about themselves for circulation to councillors with a view to their co-option at the next meeting; before then the Chair would give them an update about PC business.

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- 9.4. Play Area  
MS reported that works to remove the old equipment had progressed well. It was now critical to ascertain a specific date for the installation of the new equipment.
- 9.5. Her Majesty's Platinum Jubilee celebrations  
MS reported that a meeting was to be held on Friday 20<sup>th</sup> May to finalise arrangements for the celebrations. Of the £252 grant from the DC community chest fund for the school's Jubilee project a little over £100 remained unspent. Top soil would be ordered to be placed in Fardell's Lane Reserve to enable the transplantation of wildflowers being nurtured in the school. JH was organising drinks refreshments, the PC would be invoiced for these costs prior to delivery.
- 9.6. Community Flood Group. No report was received.

## 2022/05-10 Correspondence and procedure

- 10.1. To consider what action might be taken in relation to the letters of 17 March and 25 April addressed to all Parish Cllrs. by Rev N di Castiglione.  
As questions raised by the PC had yet to be fully addressed, members agreed to invite Rev Di Castiglione to an early meeting of the Parish Council. JH's interest in this matter was noted but, as the content of the letters was not to be discussed, he remained in the meeting.
- 10.2. CCC Transport Strategy Stakeholder Engagement Survey 2022. To formulate a response to the survey. *Ref: email from: Transport Plan <Transport.Plan@cambridgeshire.gov.uk>*  
*Date: Monday, 9 May 2022 at 15:39*  
Members agreed that the PC should formulate a response and VM would be asked to deal with this matter.

## 2022/5-11 Planning

- 11.1. **Planning Applications considered.**
- 22/00534/HFUL 8 Spigot Lane. PC comments neither objecting to or supporting the Planning Application. Comments related to construction works and access to the proposed site
  - 22/0400/TTPO 8 the Causeway. PC recommendation: Support
  - 22/0407/TTCA 41 Brook Street *PC recommendation: Support removal and replacement with a new variety of tree. (note – Decision received from DC 18.05.22. No objection.*
- 11.2. **Notification of Planning Applications - For Information only**
- 21/04671/CONDA Barn At Browns Farm Boxworth Road Elsworth Cambridgeshire Submission of details required by condition 9 (Contamination) of prior approval application 21/04671/PRIOR
  - 20/04791/CONDA Land to The South Of 29 Brook Street Elsworth Proposal: Submission of details required by conditions 6 (Foul Water Drainage), 7 (Flood Resilience), 11 (Tree Protection), 12 (Traffic Management), 13 (Biodiversity Enhancements), 14 (Breeding Birds), 16 (Windows), 25 (Energy Statement), 26 (Landscaping Plan) and 31 (Boundary Treatments) of permission 20/04791/FUL
  - 21/05155/FUL 54 Boxworth Road Elsworth Cambridgeshire. Non-material amendment on to roof over openings rather than replace with roof lights. 21/05155/NMA1

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### **11.3. Applications determined/closed by SCDC**

- 22/0161/TTCA 11 Cotterells Lane Elsworth Cambridge Cambridgeshire CB23 4JR. No objections
- 22/00706/HFUL 3 Brook Street Elsworth Cambridgeshire CB23 4HX Granted Permission

### **Dates of Parish Council meetings in 2022.**

July 20<sup>th</sup> Parish Council Meeting  
September 21<sup>st</sup> Parish Council Meeting  
November 16<sup>th</sup> Parish Council Meeting

There being no further business the Chairman declared the meeting closed at 21:10.

Signed \_\_\_\_\_ (Chairman )

Date \_\_\_\_\_