

# ELSWORTH PARISH COUNCIL

Minutes of the Parish Council meeting held on Wednesday July 17<sup>th</sup> 2024 at 7.30pm  
in

Elsworth Sports Pavilion, Broad End, Elsworth CB23 4JD

## PRESENT

Chair Tim Hegan (TH)  
Councillors Peter Deer (PD), James Howell (JH), Richard Hyde (RH),  
Lawrence Seifert (LS) Margaret Stevenson (MSt), James Witherow (JW)  
In attendance Mrs E Sim Parish Clerk (ES)  
D.Cllr Mark Howell (MH) from 20:10  
D Cllr Peter Sandford (PS)  
Paul Harding Village tree warden (PH)

## 2024/07-1 To receive and approve apologies for absence.

C. Cllr Mandy Smith  
James Witherow

## Public Participation

No items were raised

## 2024/07 -2 To receive declarations of interest & requests for dispensations

- 2.1. To receive declarations of interest from councillors on items on the agenda. None
- 2.2 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. N/A
- 2.3 To receive written requests for dispensations for disclosable pecuniary interests (if any) N/A
- 2.4 To grant any requests for dispensation as appropriate. N/A

## 2024/07-3 To approve & sign the Minutes of the Council meeting dated 15<sup>th</sup> May 2024

It was proposed <sup>(PD, seconded LS)</sup> and unanimously **approved** that the Chairman sign the Minutes.

## 2024/07-4 Reports

- 4.1 Cambridgeshire County Councillor. No report, C. Cllr Smith was not in attendance.
- 4.2. South Cambridgeshire District Councillor  
D.Cllr reported
  - SCDC had been into purdah following the announcement of a general election. The Grants Advisory Committee (not political) had allocated £5K to Caxton PC for the installation of an electric charging point. Cllrs expressed interest in the possibility of having one outside the village shop.
  - Newly elected MPs had been sworn in and were in the process of setting up their offices locally and at Westminster
  - The report on SCDC 4 day week working had been published. This was discussed at the DC Employment Committee and would be put to the full Council the following day (July 16<sup>th</sup>). No agreement was possible at present because of the previous government's threats of financial penalties for its continuation. Parish

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Councillors asked if the report contained actual figures pertaining to performance, citing the difficulty of measuring promptness in answering phone calls and emails from residents and customer satisfaction with the scheme in total. It was noted that planning application decisions and response to queries was appallingly slow. Cllr PS responded that Cambridge University and the University of Salford had analysed performance figures.

Cllr Howell stated that office staff had had their workload reduced plus a 25% pay increase but that consideration was being given to the change to the four day week for the refuse collectors. Concern was raised that this working practice would increase stress on their body and that there might be consequences should the refuse collectors find this to be the case and sue the council. No satisfactory response to request for data on this issue had been given. Cllr Howell also advised that the DC does many things behind the scenes in terms of meetings that are not available to the public e.g. food inspections.

- D Cllrs had been invited to comment on the licensing applications for Avenue Food Park to sell alcohol for consumption on and off the premises. Parish Councillors stated that an assurance had been given by Franks Farm that no application would be submitted that would affect the viability of the Community Shop. In addition, such a licence would affect the viability of the two pubs in the village, which are listed Community Assets. The hours proposed for the sale of alcohol were extensive. Furthermore, Parish Council comments on the original applications had been ignored and conditions attached to the original grant of the application for the farm had still not been complied with. Planning permission had not been granted for the outside patio at the café, signage on the roadside or the fan that had been installed. PS advised that the PC should complain to the compliance Officer and that he would request an update from the officer.
- Parish Councillors requested that an update be sought on matters that were raised about works at Elm Lodge Meadow Drift as no response had been received to complaints raised by the Parish Council.

#### 4.3. Chairman's update

TH reported

- The PC's submission for a 20mph zone to cover the village would not be decided until September.
- He had attended the annual safety inspection of the children's play area.

#### 4.4 Clerk's Update

ES Reported

- Play equipment inspection  
The safety inspection of the play area has been carried out and there are several small maintenance issues that need to be carried out. New signage has been erected following the recommendations of the previous safety inspection. A copy of the report was given to LS who would arrange for issues noted in the report to be rectified.
- Village maintenance  
The contractor who has undertaken the general maintenance required unfortunately injured his back and has been delayed in undertaking the work that he had anticipated. In addition, the wet weather has prevented verge

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cutting. In addition, “no mow May” has made the task of verge cutting more difficult as the length of the grasses now means heavier equipment is required, which the contractor is intending to purchase.

The County Council was requested to cut the verges outside the village on Brockley Road as these were becoming dangerously high on bends. ES had made a tentative request to the County Council for them to take back responsibility of cutting the verges in the village. To date no response had been received.

The PC’s Request to the County Council for Grant payment for verge cutting had been submitted but not yet paid.

Weed removal. CCC has not detailed what is happening re the weed killing in Elsworth – Elsworth was not on the list that was sent.

Work on repainting the bus shelter, the noticeboard and railings and posts by the brook had been finished. Repainting the telephone box was next on the schedule followed by the children’s slide.

- External Audit of PC. Accounts AGAR  
PKFlittlejohn have still not completed the external Audit.
- Allocation of address to a new dwelling at Brook Street, Elsworth.  
37. Brook ST Elsworth Cambridge CB23 4HX
- King Charles III portrait.  
All Parish Councils had been sent a framed portrait of King Charles III. The school would be contacted to see if they wished to have the portrait that had been sent to Elsworth PC .
- Private notices were being stuck on windows of the bus shelter in increasing numbers and had been removed. Advertisers had been contacted and advised that such notices would be removed.
- Ian Maddison would be standing down as PC nominee for Samuel Franklin Fund. The Parish Council would need to consider who they would nominate as a trustee.
- Picnic Tables purchased were still not in Fardell’s Lane Reserve. JW had moved them from the car park. JH had agreed to liaise with the sports club to move them to Fardell’s Lane Reserve.
- Two Licensing applications had been received for Avenue Farm Food Park  
Notice has been given that Avenue Farm Food Park Ltd has on the 11 July 2024 applied to South Cambridgeshire District Council as the Licensing Authority for a new Premises Licence.
  1. Franks Farm - Deli Unit 6 The Avenue Business Park, Brockley Road, Elsworth, Cambs, CB23 4EY  
The proposed application is to allow the following activities:  
Sale of Alcohol.  
The sale by retail of alcohol for consumption off the premises.  
Monday – Saturday: 08:00 – 22:00  
Sunday: 10:00 – 20:00  
Only to be open until 22:00 12 times per year

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2. Franks Farm - Cafe Unit 2/3/4 The Avenue Business Park, Brockley Road, Elsworth, Cambs, CB23 4EY

The proposed application is to allow the following activities:

Sale of Alcohol.

The sale by retail of alcohol for consumption both on and off the premises.

Monday – Saturday: 09:00 – 22:00

Sunday: 10:00 – 20:00

Councillors' comments were noted in Item 2024/07-4 4.2 bullet point 4.

The Parish Council would write expressing its objection to the applications.

It was noted that the Community Shop would also be raising objections.

### 2024/07-5 Finance

- 5.1. To approve payment of accounts

The following payments were **approved** (Prop LS Sec JH)

Date	Nett	VAT	Gross	Detail	Supplier
10.07.	849.11	13.83	862.99	Labour/ materials General Maint	Patrick Horsley
04.07.	£345.60	£69.12	£414.72	Scribe Accounts Package	Starboard Systems Ltd
03.07.	£1,033.00	£206.60	£1,239.60	Play area notices	Signwork Limited
01.07.	£676.25	£0.00	£676.25	Clerk's remuneration June 2024	Parish Council
28.06.	£175.00	£35.00	£210.00	Play area Safety Inspection	The Play Inspection Co
20.06.	£0.05	£0.00	£0.05	Play area annual peppercorn rent	Davison & Co (Barford) Ltd
20.06.	£39.60	£7.92	£47.52	Computer equipment	Microsoft
17.06.	£9.99	£2.00	£11.99	Computer equipment	HP Inc UK Ltd
17.06.	£30.00	£0.00	£30.00	Elsworth Times	Andrew Pope
06.06.	£7.50	£0.00	£7.50	Elsworth Times	Design By Lee
05.06.	£82.50	£0.00	£82.50	Elsworth Times	Design By Lee
03.06.	£676.35	£0.00	£676.35	Clerk's remuneration May 2024	Parish Council
31.05.	£770.00	£0.00	£770.00	Verge Cut	Patrick Horsley
31.05.	£210.00	£0.00	£210.00	General Village Maintenance	Patrick Horsley
30.05.	£125.80	£0.00	£125.80	Litter Pickers' _Insurance	Ladbrook Insurance
30.05.	£894.00	£178.80	£1,072.80	Picnic Benches for FLR	Marmax Recycling Products
28.05.	£685.28	£0.00	£685.28	PC annual Insurance premium	Zurich Municipal
23.05.	£150.00	£0.00	£150.00	Grill – Fardell's Lane ditch _	G W Bevan Blacksmith
17.05.	£9.99	£2.00	£11.99	Computer equipment Apl - May	HP Inc UK Ltd
17.05.	£9.99	£2.00	£11.99	Computer equipment Mar - Apl	HP Inc UK Ltd

- 5.2. Notice of receipts received

02.07.2024	£18.45	Interest Santander Bank
02.06.2024	£19.05	Interest Santander Bank
28.06.2024	£39.06	Interest Nat west
27.06.2024	£1,135.31	HMRC VAT refund 2023-2024
31.05.2024	£47.62	Interest Nat west
30.04.2024	£25.67	Interest Nat west

- 5.3. To agree the Chairman becomes a signatory on Parish Council Bank Accounts

Councillors resolved to add Timothy Hegan as a signatory on the Parish Council accounts at Nat West Bank PLC and Santander Bank. [Clerk's note. Former

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councillors Ian Maddison, Robin Grange and Victoria McNeill to be removed as signatories].

- 5.4. Fardell's Lane Nature Reserve. To consider, and if thought fit, agree a quotation for tree works.

Two quotes had been received. Two other companies that had been approached and shown round had failed to quote. Cllrs agreed unanimously to **accept** the quote from M& G Tree Surgery and to ask that the company consider works that were needed to an ash tree and other trees in the sports field near the children's play area that had been identified as needing attention, and add this to a revised quote. It was noted that Edward Davison had previously paid for tree works on the sports field.

## 2024/07-6 Village matters

- 6.1 To establish a management structure for Fardell's Lane Reserve.

Councillors agreed that PH would contact the CEO of the Wildlife Trust to discuss their possible involvement in the management of Fardell's Lane Reserve. Thanks were expressed from the school and the preschool to Cllrs who helped clear areas for the forest school whilst Neil Kenny had been unable to do so.

- 6.2. To consider arranging remedial work to rebuild the verge in Fardell's Lane.

Cllrs agreed to refer this matter to the Community Flood Group as the question of the capacity of the culverts in the lane was of paramount importance. A possible LHI bid could be considered for the future.

Lawrence Seifert agreed to become a member of the Community Flood Group.

- 6.3. To receive an update on outstanding village matters. (PD)

PD reported that with regard to EWR, he had attended the Local Representatives Group webinar on 16 July where the new EWR CEO, David Hughes, was introduced; he had obtained a profile map of the route proposed in 2022; and contact had been made by the Bfare campaign group.

PD also reported that the saga of transferring ownership of the Elsworth Chronicle to the PC appeared to be nearing an end.

In response to a query, PD indicated that he had heard no more from SCDC about the closed churchyard since January when he had circulated an update to councillors, but would chase up the officers involved.

## 2024/07-8 Planning

### 8.1. Planning Applications considered:

- 24/0622/TTCA Elsworth CofE Primary School Broad End For Information only  
Proposal: Beech - Roadside crown reduce by 1.5m. **PC recommendation: Support**
- 24/0614/TTCA Elsworth C of E Primary School Broad End For information only.  
Proposal: 1 - Red leaf plum - Remove failed limb back to nearest healthy secondary branch union (3m reduction of failed limb), 2m crown reduction/end weight reduction. 2 and 3 - Red leaf plum - Remove failed limb back to nearest healthy secondary branch union (2m reduction of failed limb), 2m crown reduction/end weight reduction **PC recommendation: Support**

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- 24/01918/PRIOR The Avenue Business Park, Units 10 And 11 Brockley Road Elsworth  
Proposal: Installation of a shipping container to the rear of Unit 11 together with the erection of a timber framed lean to shed for agricultural use. **PC recommendation Object with Comments**
- 24/01940/HFUL4 Brook Street Elsworth Cambridgeshire  
Local Planning Authority: South Cambridgeshire Proposal: Erection of car port/log store following demolition of existing car port Applicant: Get Mental Health Training **PC recommendation: Support**
- 24/02366/PRIOR. The Avenue business Park Units 10 and 11 Brockley Road Elsworth. Davison & Co.  
Installation of a shipping container to the rear of unit 11 together with the erection of a timber framed shed for agricultural use. **PC comment: Concern raised over odour with the disposal of spent compost.**

### 8.2 Applications determined/closed by SCDC

- 24/0235/TTCA 29 Brook Street Elsworth Cambridgeshire CB23 4HX **Have No Objection To**
- 24/01918/PRIOR The Avenue Business Park, Units 10 And 11 Brockley Road Elsworth Cambridgeshire CB23 **Prior Approval Refused**
- 24/01405/PRIOR The Avenue Business Park Brockley Road To add 3 poly tunnels. **Granted**
- 24/0614/TTCA Elsworth C of E Primary School Broad End Elsworth Cambridgeshire CB23 4JD **Have No Objection To** Accepted as a 5 day notice for works to dangerous trees
- 24/0477/TTPO12A Constellation Mobile Home Park The Drift Elsworth Cambridgeshire CB23 4JP **Granted Permission**
- 24/02366/PRIOR The Avenue Business Park, Units 10 And 11 Brockley Road Elsworth Cambridgeshire CB23 4EY Installation of a shipping container to the rear of Unit 11 together with the erection of a timber framed lean to shed for agricultural use **Prior Approval Given**

### Dates of Parish Council meetings in 2024.

September 18<sup>th</sup> November 20<sup>th</sup>. Meetings to conclude by 21:30.

There being no further business the chairman declared the meeting closed at 21:16

Signed \_\_\_\_\_ (Chairman). Date \_\_\_\_\_

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