

**Minutes of the Meeting of Eltisley Parish Council held on
Monday 10 January 2005 at 7.30pm in the Primary School**

Present: Councillors: J Capper, M Cropley, (Chairman), Mrs C Freeman, D Lee, and Mrs D Spink.

In attendance: Mrs G Stoehr (Clerk), Cllr L Wilson and one member of the public.

1. Apologies for absence

Apologies were received from R Pinner (ill) and R Pilcher (work).

2. To approve the minutes of the previous meeting on 8 November

On a proposition by Mrs Freeman, seconded by Mr Capper, the minutes as circulated were taken as read, approved as a true record and were signed by the Chairman following one amendment in item 4.1.4 to show payment of £553.88 to Eltisley Village Green Trust.

3. Matters arising

3.1 www.6villages.co.uk

Following discussion with the webmaster the Parish Council's minutes, agendas and other information will now be included on the website at no cost to the Council.

3.2 (4.4.1) The reply from the water company saying they would not consider a refund was considered. It was agreed to write again challenging this.

3.3 (4.1.6) Bus shelter excess. It was noted that although Paddy's Farm had been invoiced for the damage to the bus shelter they had not as yet paid. Another reminder is to be sent.

3.4 (3.1) Bus service petition. Cllr Wilson advised that he had taken this matter up on with the County Council and bus company the village's behalf and that the next step would be to send the petition to the South Cambridgeshire Environment and Transport Area Joint Committee. On a proposition by Mr Cropley, seconded by Mrs Freeman it was agreed that this action be taken.

3.5 (4.2.1) Clarification on ownership and maintenance responsibilities for an area of verge/green. Carried forward to the next meeting.

3.6 (9.2) Youths riding mini motorbikes without helmets and /or licences in Potton End and Caxton End – seems to have stopped for the time being.

3.7 Trees in Potton End. It was noted that the trees bar two had finally been removed.

3.8 (3.2) It was noted that the advisory sign had been installed at Cross Path and also that the reflectors had been replaced by the A428. Thanks were expressed to Mr Vacher.

4. Finance

4.1 To approve the payment of bills

On a proposition by Mr Capper, seconded by Mrs Freeman the following payments as listed in the finance report were approved:

Parish Council's account	
Cambs ACRE	£25.00
Information Commissioner	£35.00
CCC (room hire school)	£49.00
LG Stoehr (salary)	xxxx

LGS Services	£880.12
Six Villages Newsletter	£70.00
St Neots Museum	£25.00

Eltisley Village Green Trust Account

Mike Cromptley (reimbursement for Christmas event refreshments) £87.70

LG Stoehr (reimbursement cherry picker) £200

4.2 To consider the grass cutting and village maintenance traders received and to award the contract

The cost implications of cutting the parish verges and the Council's experience with the verges last season were considered. On a proposition by Mr Capper, seconded by Mr Lee it was resolved that the verges be handed back to the County Council.

The tenders as received were considered for both completeness and price against the tender specification. On a proposition by Mr Capper, seconded by Mrs Freeman it was resolved that DJ & JM Green be offered the contract for:

- Village Green – Option 1 (10 cuts as per the specification) £136 per cut (additional cuts at £112.)
- Trees on the Village Green, removal of suckers £140 per annum.

Years 2006 and 2007 will be awarded subject to certain criteria being met within the 2005 contract i.e.

The Parish Council reserves the right to cancel the contract if the level of service is deemed unsatisfactory against the criteria.

Criteria:

- A satisfactory level of service with any complaints from the Parish Council being rectified within five working days.
- If for whatever reason DJ & JM Green cannot cut or undertake an aspect of the contract within five working days of the specified timing then they will arrange for another contractor to carry out the work at their own cost. (NB the Parish Council will pay for the cut etc at the rate agreed in the tender dated 5 January 2005.)

4.3 To approve the budget FY ending 2006

Each budgetary heading was considered in depth. The Auditor's comment regarding reserves was also considered. On a proposition by Mr Lee, seconded by Mrs Freeman the budget was approved by resolution of Eltisley Parish Council. It was agreed that the contingency fund would assist the Council building up its reserves in a realistic way but also noted that the Council was fortunate in having the Eltisley Village Green's support for interest free loans, larger projects and also for unforeseen contingencies.

	BUDGET 2005/2006
PAYMENTS	
GENERAL ADMIN	
SALARIES & ADMIN SUPPORT	2500.00
TELEPHONE, POST, STATIONERY	350.00
ROOM HIRE	100.00
AUDIT FEES	120.00
TRAINING/AFFILIATION/DATA	
PROTECTION	155.00
INSURANCE	950.00

	<u>4175.00</u>
VILLAGE & ASSETS MAINTENANCE	
GRASSCUTTING VILLAGE GREEN	1360.00
BUS SHELTER	150.00
ALLOTMENTS	170.00
CAXTON END/POND HEDGE/TREE SUCKERS	140.00
PLAY EQUIPMENT CHECK	60.00
	<u>1880.00</u>
S137 PAYMENTS	
NEWSLETTER	70.00
ST NEOTS MUSEUM	25.00
	<u>95.00</u>
SPECIAL PROJECTS	
	<u>0.00</u>
CONTINGENCY (INC HEDGES)	500.00
TOTAL PAYMENTS	<u><u>6650.00</u></u>

Cllr Wilson reported on the County Council's budget deliberations.

- 4.4 To set the Precept for ending FY 2006
On a proposition by Mrs Spink, seconded by Mrs Freeman it was resolved that the Precept be £6650 which is the amount required for the Parish Council to balance its budget.
5. Eltisley Village Green Trust Matters
Another letter from The Cade regarding the ownership and maintenance responsibilities for the path was received and considered. Mrs Spink declared and interest in the matter. On a proposition by Mr Cropley, seconded by Mrs Freeman it was agreed that in an attempt to put this matter to rest the Eltisley Village Green Trust was willing to seek quotations for a new path to The Cade and if an acceptable cost is received it would consider this again at its next meeting. A letter is to be sent in reply and stressing that once replaced the path must not be used by vehicles including the dray and that any damage will be the responsibility of The Cade.
6. To consider planning applications received since the last meeting
- 6.1 S/2383/04/A Leeds Arms – advertising sign – no recommendation.
- 6.2 S2405/04/PNT Newton Primary School – 12 Metre High Telecommunications Pole and 0.3 Metre Microwave Dish – no recommendation.
7. Allotments
The draft model allotments tenancy agreement was considered. It was agreed to send a copy to all existing allotment holders and seek comments. This matter will be considered further at the next meeting.
Consideration s to be given to ways that the land not currently being gardened could be used and possibly raise income. Possibilities include Defra and pocket parks.
8. To consider correspondence received since the last meeting
- 8.1 East of England Regional Plan consultation
It was noted that the consultation closed on 15 March and agreed to carry this forward to the net meeting.

- 8.2 Letter from Dr Hill, The Old Post House regarding access rights
 Dr Hill's letter was received and considered. On a proposition by Mr Cropley, seconded by Mrs Spink it was agreed to reply and state the Councils' existing policy:
 A court case held on 25 March 1976 following the unauthorised creation of an access way over The Green found in the Parish Council's favour. Legal Council's opinion was then obtained to determine the Parish Council's responsibility with regard to apparent existing access ways as well as those giving access to undeveloped land around The Green, the assumption being that any undeveloped land may be built on at sometime in the future.
 The Parish Council, after studying the legal opinion, agreed that its policy in this matter would be:-
- 1 Where a dwelling was in existence prior to the Inclosure Act 1845 and the subsequent Inclosure Award of 13 April 1868 that dwelling would be deemed to have a right of access over The Green.
 - 2 Current and subsequent applications for a change of use from that of agricultural to domestic or commercial use of existing access ways to agricultural land around The Green could be negotiated and granted upon payment of a fee determined by the District Valuer.
- With regard to the second policy decision, a detailed review of The Green was made to determine the number of access ways that this decision might require to be granted. To protect The Green no new access ways other than these would be considered.
 As far as this property is concerned the rights of access across The Green are already established.
- 8.3 Letter from Cottenham Parish Council invitation to meeting
 It was agreed to reply that the Parish Council conclude that the forum for joint parish council meetings already exists in CALC.
- 8.3 P3 Application
 On a proposition by Mr Cropley seconded by Mrs Spink it was agreed that the Parish Council wished to stay in the scheme to complete the works already identified which included improvement works to the Caxton Drift, a survey of the paths' conditions and also a public rights of way leaflet. It was agreed that a date to walk the paths and check their conditions should be arranged at the May meeting.
9. Urgent matters requiring the attention of the Clerk
 Dates of future meetings. On a proposition by Mr Cropley, seconded by Mrs Freeman it was agreed that the Parish Council's standing orders be amended and the Parish Council would meet in future bi-monthly on the second Monday of the calendar month starting with the next meeting on Monday 14 March.

There being no further business the meeting was declared closed at 9.50 pm

Signed _____ (Chairman) _____ Date