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**MINUTES OF A MEETING OF THE CITY OF ELY COUNCIL HELD IN THE VERNON CROSS ROOM, ELY MUSEUM, MARKET STREET, ELY AT 7.00 PM ON MONDAY, 25TH SEPTEMBER 2017**

**PRESENT:** Mrs T Coulson, Clerk

The Mayor, Cllr R Hobbs

Cllr A Whelan

Cllr J Pearson

Cllr C Phillips

Cllr J Yates

2 parishioners

Cllr M Rouse

Cllr S Friend-Smith

Cllr C Whelan

Cllr E Every

*Mr J Bateson*

Cllr D Warman

Cllr P Moakes

Cllr S Austen

Cllr M Lansell

**1. APOLOGIES**

Apologies were received and accepted from Cllr Arnold and Cllr Lindsay.

**2. COUNCILLOR REQUESTS FOR DISPENSATIONS**

There were no requests for dispensations.

**3. DECLARATIONS OF INTERESTS**

Cllr Pearson declared a pecuniary interest in agenda item 19 and signed page 188 of the Register of Members Interest Book. She took no part in the discussion of this item.

**4. MINUTES OF THE LAST MEETING HELD ON THE 29TH AUGUST 2017 AND MATTERS ARISING**

Minutes of the last meeting held on the 29th August 2017 were agreed and signed as a true record. Pages 1603, 1604, 1605, 1606, 1607 & 1608 refer.

Matters arising:- Page 1605, item 14 – Cllr A Whelan and Cllr C Whelan informed members they had both attended Speedwatch training and are now able to undertake this. Speedwatch can request parish councils to fund mobile radar speed signs, if possible. Therefore, as the Council had already agreed to purchase one of these, she asked if this could also be used by Speedwatch in Ely. She had been provided with some quotes for one of these. It was agreed to discuss this further at the next Environment Committee.

Page 1603, item 4 – The Mayor informed members that the meeting at Fairfax Court had now taken place. He had agreed with the officer's recommendations for these disabled spaces.

**5. PRESENTATION BY MR JAMES BATESON REGARDING THE PLANNING APPLICATION FOR THE MARKET PLACE**

Mr Bateson had attended the meeting to give members an update on this planning application. He gave a brief history of the site, which Rannerlow had purchased 12-14 years ago. They had always intended to develop this site and add residential units. This application had caused a lot of controversy and he shared with members revised plans. Members will make comments on these when they come through the planning process. The Mayor thanked Mr Bateson for providing this information and the revised images to the Council.

*Mr Bateson left the meeting at 7.20pm. Cllrs Rouse and Austen listened to the presentation, but made no comments.*

## **6. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman reminded members of the Civic Service on the 15th October. He informed members he had received a letter from the Diocese of Ely regarding the former church of St Peter, Prickwillow. The Council had already submitted comments on the proposed planning application for this building to convert into housing accommodation. They had requested the Council show positive support of this application. The Mayor will write back explaining that the Council had fully supported this application.

He also informed members he had one further announcement regarding the chapels at the cemetery, but this would need to be discussed in committee at the end of the meeting, due to its confidential nature.

## **7. QUESTION TIME**

Mrs Holden, a parishioner asked if the East Cambridgeshire Access Group would be able to use the new Council Chamber for their AGM in November. Cllr Moakes said he could not guarantee the lift would have been installed by then.

## **8. REPORTS FROM COUNTY COUNCILLORS AND DISTRICT COUNCILLORS**

Cllr Phillips congratulated Cllr Christine Whelan on her recent election to East Cambridgeshire District Council. This was reiterated by all members and the Mayor said he looked forward to receiving feedback from her regarding issues being discussed/considered at the District Council.

Cllr Every, in her capacity as a County Councillor, informed members that she was a member of the Children & Young People Committee and the Corporate Parenting Board. The County Council have 685 children in county foster care/homes. They are responsible for their welfare and ability to succeed academically. They are concerned regarding the number of children that are housed outside the County and want to try and ensure they are within the County.

She said that there was a slight improvement on the GCSE results for the County, but still low compared to the national average. However, all the local schools did well.

The planned completion date for the Ely Southern By-pass is the 7th September 2018.

She had attended at Network Rail meeting at Queen Adelaide with the Mayor, at which they were spectators. They want the Council to work with Network Rail to mitigate problems the residents are having regarding the closure of the level crossings. The Mayor said he would be calling a meeting as the residents must feel vulnerable, as the crossing will be closed 58 minutes out of every 60 minutes. He hoped members would support them at this meeting.

Cllr Rouse, in his capacity as a District Councillor, informed members the Planning Committee had been very busy this month and extra meetings were being held. The Local Plan will be considered at the Full Council meeting on the 5th October.

## **9. MAYOR'S ENGAGEMENTS & REPORT**

The Mayor had met with the Dean; presented the City of Ely Allotments annual awards; met with ADeC; attended site meeting at Fairfax Court; met Ely WI; attended site meeting at proposed new skate park; met with Zack FM regarding Christmas switch-on; presented 200 awards for Ely Library's summer reading programme; met with RBL to discuss 100 years centenary of the end of WW1; attended Needham's Association old boy's annual dinner and attended the St Ives Civic Service.

## **10. PLANNING**

A report of the Planning Committee meeting, immediately prior to this meeting was received.

## 11. INFORMATION ONLY ITEMS

The following information only items were received: -

Notification of tree work:- 9 Mulberry Way, Ely; 4 Vineyard Way, Ely; 66 Arundell, Ely; 13 Deacons Lane, Ely; The Kings School, The Old Palace, Palace Green, Ely; 32 Egremont Street, Ely; 15B Silver Street, Ely; The Homestead, 14 Egremont street, Ely; 41 Annesdale, Ely; Knab Rock, 5 Houghton Gardens, Ely; St Mary's Surgery, 37 St Mary's Street, Ely

Notification of street naming and numbering:- 1 to 5 Montgomery House, 22 Barton Road, Ely and 1 to 6 Kings Row, Barton Road, Ely

Notification of road closures:- Chettisham Station LC, Lynn Road, Ely – 22.00 hrs 25.11.17 to 22.00 hrs 1.12.17; 40A and bungalow rear of 40A West Fen Road, Ely – 11.12-15.12.17; Witchford Road and Cam Drive, Ely Nov 17-April 18

Notification of changes to bus services:- Service 9 – new journey added; Service 12 – minor changes to departure times

## 12. COMMITTEE REPORTS

(i) PERSONNEL, FINANCE AND GOVERNANCE –The Mayor presented a report of meeting held on the 4th September, which was approved. Members unanimously approved the recommendations of the proposed grant awards, as detailed in these minutes. An additional grant application had been received, which members considered. The Mayor proposed a grant of £500 be awarded on the condition that there is a guarantee that this event will take place. This was seconded by Cllr Moakes and unanimously approved.

(ii) ENVIRONMENT – No report as Committee had not met.

(iii) RECREATION & CEMETERY – No report as Committee had not met.

(iv) CHRISTMAS LIGHTS – The Mayor presented a report of a meeting held on the 4th September, which was approved. Members noted the appointment of 'Zack FM' to promote this year's Christmas Lights Switch-On event. There will be a best dressed window competition with a theme of 'Winter Wonderland'. The updates from the Lighting Group and Switch-On Group were noted.

(v) ASSETS & ACQUISITIONS – No report as Committee had not met.

(vi) ELY/RIBE – Not met. The AGM will be held on the 27th September.

(vii) YOUTH FORUM – Cllr C Whelan presented notes of a meeting held on the 18th September, which were noted. It was noted that the East Cambs Youth Consultation Panel were currently working on the editing of their information video, which will be broadcast over various social media channels. The Forum had discussed what the Council could offer local schools, but it was agreed the best approach would be to contact the schools and discuss this with them. The young people present had reported that events such as Christmas Lights Switch On and Fireworks in the park were really popular with young people and more events of this nature would be well received. The Consultation Panel would survey its members as to what they would like to be arranged and report back at the next meeting. The National Lottery had set up a Youth Investment Fund, in which local groups could apply for funding. Cllr Every would meet with her colleague at Cambs County Council in order to find out more about the fund and who is eligible to apply.

## 13. WORKING PARTIES/STEERING GROUPS REPORTS

There was nothing to report.

## 14. REPORTS FROM EXTERNAL MEETINGS

City of Ely Allotments Association – notes of a meeting held on the 19th July were noted. Cllr Friend-Smith referred to an item regarding the Bernie Parker Gardening Competition, run by the Needham's Foundation. The issue of who undertakes the judging/running of this competition should be discussed by the trustees of the Foundation and not the Association.

Trustees of Ely Museum CIO – minutes of a meeting held on the 3rd August were noted.

**15. TO MAKE COMMENTS ON THE CCC CONSULTATION REGARDING PROPOSED ONE-WAY TRAFFIC, NO WAITING AND SPEED CUSHIONS – NEW BARNS ROADS AREA, ELY**

Members unanimously agreed to fully support these proposals.

**16. TO MAKE COMMENTS ON ECDC’S RURAL SETTLEMENT LIST 2018/19 CONSULTATION**

Members unanimously agreed to note this consultation. No comments would be submitted.

**17. TO FORMALLY AGREE TO EXTEND THE MEMORANDUM OF AGREEMENT WITH ADeC TO DELIVER A CINEMA AND LIVE EVENTS PROGRAMME AT THE MALTINGS FOR A FURTHER SIX MONTHS**

The Mayor updated members on the meeting that had been held with ADeC. The attendance numbers still look very encouraging. He therefore proposed this agreement be extended for a further six months. This was seconded by Cllr C Whelan and unanimously approved.

**18. ANNUAL RETURN FOR THE YEAR ENDED 31ST MARCH 2017**

Members noted the completion of the limited assurance review of the Council’s annual return for the year ended 31st March 2017 by the external auditors, PKF Littlejohn LLP. On the basis of their review of the annual return and in their opinion, the information in the annual return was in accordance with proper practices and other than two minor matters detailed on their report, no other matters had come to their attention giving cause for concern that relevant legislation and regulatory requirements had not been met.

*The two parishioners left the meeting at 8.05 pm.*

**19. TO CONSIDER BIDS FOR MINOR HIGHWAYS IMPROVEMENTS SCHEME**

Cllr Every summarised the recommendations and costings for the Minor Highways bids. It was proposed by Cllr Rouse and seconded by Cllr Moakes that two bids be submitted for traffic calming at the entrance to Prickwillow and traffic calming down towards the bottom of Forehill. Estimated costs to the Council for these bids would be £46,000 and £7,000 respectively. The Council would encourage Highfield School to submit their own application for an intermittent 20 mph sign outside Highfield School on Downham Road. This proposal was unanimously agreed.

The Mayor proposed that in view of the confidential nature of the business to be transacted, regarding agenda items 20 and 21, that these be considered in private and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 be exercised. This was seconded by Cllr Arnold and agreed to go into Committee at the end of the meeting.

**20. TO CONSIDER NOMINATIONS FOR HONORARY FREEMAN OF THE CITY**

*Due to the confidential nature of this item, it will be discussed in committee at the end of the meeting.*

**21. TOURISM AND TOWN CENTRE SERVICES**

*Due to the confidential nature of this item, it will be discussed in committee at the end of the meeting.*

## 22. FINANCE

Members approved the following payments:-

### *Direct debit payments*

|                                  |         |                      |
|----------------------------------|---------|----------------------|
| Vodafone                         | 68.01   | paid by direct debit |
| ECDC                             | 415.00  | paid by direct debit |
| ECDC                             | 261.00  | paid by direct debit |
| ECDC                             | 1166.00 | paid by direct debit |
| ECDC                             | 862.00  | paid by direct debit |
| British Telecommunications       | 149.40  | paid by direct debit |
| ESPO                             | 56.44   | paid by direct debit |
| ESPO                             | 120.98  | paid by direct debit |
| ESPO                             | 3.39    | paid by direct debit |
| Worldpay (UK) Ltd                | 134.05  | paid by direct debit |
| Green King Brewing & Retail Ltd  | 1002.49 | paid by direct debit |
| Green King Brewing & Retail Ltd  | 353.66  | paid by direct debit |
| FuelGenie                        | 331.62  | paid by direct debit |
| Francotyp Postalia Ltd           | 150.00  | paid by direct debit |
| LEX Autolease                    | 243.27  | paid by direct debit |
| British Telecommunications       | 28.56   | paid by direct debit |
| Barclaycard                      | 632.11  | paid by direct debit |
| Greene King Brewing & Retail Ltd | 511.71  | paid by direct debit |
| EE Ltd                           | 97.10   | paid by direct debit |
| British Telecommunications       | 26.16   | paid by direct debit |

*The following invoices had already been paid prior to the Full Council, due to due date of payment with the approval of the Chairman*

|                                  |          |        |
|----------------------------------|----------|--------|
| Grays Surfacing                  | 15264.00 | 111334 |
| Newmarket Hampers                | 2156.00  | 111335 |
| Newmarket Hampers                | 636.00   | 111336 |
| RGP Security Services Ltd        | 93.60    | 111337 |
| Ely Central Heating Services Ltd | 235.00   | 111338 |
| RGP Security Services Ltd        | 85.80    | 111339 |

*The following invoices had not been paid prior to the meeting*

|                                    |          |        |
|------------------------------------|----------|--------|
| Mr J Hannaford                     | 200.00   | 111341 |
| Wicken Coronation Brass Band       | 200.00   | 111342 |
| Hampshire Flag Company Ltd         | 36.59    | 111343 |
| Total Gas & Power                  | 11.87    | 111344 |
| PHS Group                          | 1332.00  | 111345 |
| CCTV Volunteer                     | 5.40     | 111346 |
| CamAlarms Ltd                      | 470.40   | 111347 |
| Allen's Skip Hire Ltd              | 240.00   | 111348 |
| Ely City WI                        | 200.00   | 111349 |
| C D Hood Ltd                       | 29381.10 | 111340 |
| Nisbets                            | 64.66    | 111350 |
| City of Ely Military Band          | 200.00   | 111351 |
| Local World Ltd                    | 56.70    | 111352 |
| Isle Interactive Ltd               | 90.00    | 111353 |
| Premier Decorations Ltd            | 1744.92  | 111354 |
| Soham PCC                          | 800.00   | 111355 |
| City of Ely Allotments Association | 298.50   | 111356 |
| Citizens Advice Rural Cambs        | 2700.00  | 111357 |
| S Bradley                          | 50.00    | 111358 |
| Deeping Direct Deliveries          | 144.00   | 111359 |

**22. Finance continued .....**

|  |         |        |
|--|---------|--------|
| Trade UK                                 | 433.07  | 111360 |
| G & J Peck Ltd                           | 21.36   | 111361 |
| Cooleraid Ltd                            | 4.74    | 111362 |
| A Arnold                                 | 19.35   | 111363 |
| Konica Minolta                           | 121.61  | 111364 |
| Miss N Howell                            | 11.00   | 111365 |
| PKF Littlejohn LLP                       | 1920.00 | 111366 |
| Konica Minolta Business Solutions Ltd    | 369.33  | 111364 |
| Cheffins                                 | 152.78  | 111367 |
| K Ellis                                  | 3353.00 | 111368 |
| G & J Peck Ltd                           | 4.32    | 111361 |
| ESPO                                     | 77.64   | 111369 |
| Savills (UK) Ltd Client Receipts Account | 264.50  | 111370 |
| Soham Cleaning Services                  | 328.00  | 111371 |
| M Rogerson Ltd                           | 306.00  | 111372 |
| Boyd Sport & Play Ltd                    | 7399.20 | 111373 |
| RGP Security Services Ltd                | 156.00  | 111374 |
| Relate Cambridge                         | 500.00  | 111382 |
| Ely Museum                               | 2000.00 | 111383 |
| Babylon Arts (ADeC)                      | 895.00  | 111384 |
| Revitalise Respite Care                  | 500.00  | 111385 |
| City of Ely Netball Club                 | 100.00  | 111386 |
| Prickwillow Engine Trust                 | 1705.00 | 111387 |
| National Youth Arts Trust                | 750.00  | 111388 |
| Eddies                                   | 500.00  | 111389 |
| Ely & District Parkinson's Support Grp   | 250.00  | 111390 |
| VCAEC                                    | 750.00  | 111391 |
| EARTH                                    | 750.00  | 111392 |
| Prickwillow Village Council              | 120.00  | 111393 |
| Deafblind UK                             | 1000.00 | 111394 |

**Payments relating to staff since meeting on the 29th August 2017**

|                           |           |
|---------------------------|-----------|
| Salaries and wages        | £15844.07 |
| Inland Revenue (tax & NI) | £4623.14  |
| Pension fund payments     | £8166.05  |

**Members noted and approved the bank reconciliation against the accounts for the period ending 31st August 2017**