



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, 23RD OCTOBER 2017

PRESENT: Mrs T Coulson, Clerk to the Council

The Mayor, Cllr R Hobbs

Cllr A Arnold

Cllr J Pearson

Cllr C Phillips

1 parishioner

Cllr M Rouse

Cllr S Friend-Smith

Cllr J Yates

Cllr E Every

Cllr D Warman

Cllr P Moakes

Cllr I Lindsay

Cllr M Lansell

1. APOLOGIES

Apologies were received and accepted from Cllr A Whelan, Cllr C Whelan and Cllr S Austen.

2. COUNCILLOR REQUESTS FOR DISPENSATIONS

There were no requests for dispensations.

3. DECLARATIONS OF INTERESTS

There were no declarations of interests.

4. MINUTES OF THE LAST MEETING HELD ON THE 25TH SEPTEMBER 2017 AND MATTERS ARISING

Minutes of the last meeting held on the 25th September 2017 were agreed and signed as a true record. Pages 1609, 1610, 1611, 1612, 1613, 1614 & 1615 refer. There were no matters arising.

5. CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced there would be an Assets & Acquisitions Committee meeting on the 14th November at 6.15 pm. He also reminded members of the annual Christmas dinner on the 4th December. The Recreation and Cemetery Committee meeting arranged for this evening, will be rescheduled. The Chairman thanked all those people who attended the Council's annual litter pick. 36 people spent 2 hours cleaning up the City. This was also supported by Mr Simms Sweet shop, who provided sweets for those who had attended.

6. QUESTION TIME

Mrs Holden, a parishioner, informed members the East Cambridgeshire Access Group AGM will be held on the 22nd November at 2.00 pm in the Vernon Cross Room at Ely Museum. Their speaker will be from DisabledGo, an organisation that specialises in providing free online information on national and international travel and venues with accessibility in mind. She thought it may be ideal for the Maltings staff to attend. Cllrs Lindsay and Arnold confirmed they would be attending.

7. REPORTS FROM COUNTY COUNCILLORS AND DISTRICT COUNCILLORS

Cllr Bailey, in her capacity as a County Councillor updated members on various issues relating to the County Council. A copy of her report is attached to these minutes.

Cllr Every, in her capacity as a District Councillor, informed members that the proposal for the City of Ely Council taking over the tourist information service was approved at the last ECDC's Council meeting. This was well supported by the councillors.

Cllr Rouse, in his capacity as a District Councillor, informed members the Local Plan had now been approved. In theory there should now be a 5 year housing supply.

Cllr Bailey left the meeting at 7.25 pm.

8. MAYOR'S ENGAGEMENTS & REPORT

The Mayor had attended the Ribe Association AGM; the Ely Standard Business Awards; the launch of the Potato Race dinner in the Lady Chapel; Welcome concert in the Cathedral for Ribe Sing Choir; Ely Sinfonia concert; the High Sheriff's Justice Service; launch of KD Theatre pantomime, Beauty and the Beast; view of the Golden Torc at Ely Museum; the Ploughing Festival at Prickwillow and the judging of the Christmas Card Competition organised by the Timebank. He also attended a meeting with the Royal British Legion regarding the 100th anniversary of the end of WW1, which will be in 2018. The Potato Race; Harvest Festival and City of Ely Council Civic Service; met the Town Crier to discuss next year's British Town Crier Competition; Applefest, RNA Trafalgar Dinner, the City of Ely Council annual litter pick and East Cambridgeshire's Civic Service in Soham.

The Deputy Mayor had attended the Whittlesey Civic Service.

9. PLANNING

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

10. 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 Nov17-April 18

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

11. COMMITTEE REPORTS

- (i) PERSONNEL, FINANCE AND GOVERNANCE – No report as Committee had not met.
- (ii) ENVIRONMENT – Cllr Mansell presented a report of a meeting held on the 9th October, which was approved. The budget for 2018/2019 had been set. Two minor highway bids for traffic calming in Prickwillow and for Forehill, Ely had been submitted by the Council. The Mayor had agreed to talk to Prickwillow Village Council regarding a possible cycle path/walkway between Prickwillow and Queen Adelaide. He felt a project of this scale should involve the residents of both Queen Adelaide and Prickwillow and the County Council. A representative from Richard Jackson Engineering Consultants will be invited to attend a meeting regarding the possible adoption of 6 bus shelters, that will be installed as part of the North of Ely development. It was unanimously agreed to purchase a mobile speed reduction unit, as recommended by Cambridgeshire Constabulary. This would also be used by the Community Speedwatch Scheme. Cllr Arnold had informed members the East Cambridgeshire Access Group had now delivered a letter to all businesses in the City Centre, concerning ‘street clutter’. This had requested the retailer to limit their use of ‘A’ Boards. It was hoped this request would be acted upon and will be monitored by the East Cambridgeshire Access Group. The Ely in Bloom Working Group updated was noted.
- (iii) RECREATION & CEMETERY – Cllr Phillips presented a report of a meeting held on the 2nd October, which was approved. The budget for 2018/2019 had been set. After the consideration of three quotations for the upgrade of equipment at Stuntney play area, members had recommended the quote from HAGS SMP at a cost of £11370. This was unanimously agreed. The Clerk also requested members consider the upgrade of some of the wet pour at Stuntney play area, at an extra cost of £3219.67, due to the deteriorating condition of this. This was also unanimously agreed and would be included in the Section 106 application. Members also agreed the quotation for replacement fencing at the cemetery. This will be at a cost of £2057 from Kestrel Fencing. The Mayor had agreed to speak to Emma Grima at ECDC regarding Section 106 funding to extend the existing storage facilities at the cemetery. Wet pour work at St John’s Road play area had now been completed. Three quotes had been obtained for this work, with the best value being Boyd Sport at a cost of £6266.
- (iv) CHRISTMAS LIGHTS – No report as Committee had not met. Cllr Arnold informed members the erection of the light features would commence this weekend. The next meeting will be on the 7th November.
- (v) ASSETS & ACQUISITIONS – The Chairman presented a report of a meeting held on the 16th October, which was approved. Members unanimously approved the Clerk’s proposal to increase the 20 hours per week, Venue Assistant, to 37 hours per week, under the amended job title of Venue and Administration Assistant, from the 1st January 2018. The installation of the lift in Sessions House has been delayed again. There is now an anticipated completion date of the beginning of December 2017. Proposals from interested parties had now been received for the Maltings Cottage. They will be requested to supply further information and these proposals will then be considered at the next meeting on the 14th November. The Clerk informed members she had received an email from an business that would have been interested in submitting their interest in the Maltings Cottage, but had not seen the notice. It was agreed that the Clerk would respond that their details would be kept on file, in case the other proposals did not move forward.
- (vi) ELY/RIBE – The Mayor presented the minutes of the AGM held on the 27th September, which were noted. It was unsure as to whether Cllr Austen would be able to continue as one of the Council’s representatives on this Group. The Mayor agreed to talk to her about this.
- (vii) YOUTH FORUM – No report as Group had not met.

12. WORKING PARTIES/STEERING GROUPS REPORTS

There was nothing to report.

13. REPORTS FROM EXTERNAL MEETINGS

Prickwillow Village Council – notes of a meeting held on the 11th September were noted. Cllr Every informed members there was an error within the minutes, under the Traffic Management Plan paragraph. It is stated the City of Ely Council would put up 10% for the proposed bid. She confirmed that the minimum contribution is 10%, but this Council would be contributing a much greater figure than this. Cllr Arnold will raise this at the next meeting. Cllr Friend-Smith reported on the recent Needham’s Foundation meeting. Planning approval for a small residential development in Witchford had been obtained. Grants to students had also been given.

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MAYOR
20th November 2017

The parishioner left the meeting at 7.55 pm.

14. TO MAKE COMMENTS ON FOUR NEW STREET NAMES PROPOSED FOR THE DEVELOPMENT OF LAND NORTH OF CAM DRIVE

Cllr Rouse informed members there seemed to be some confusion over the proposed street names for this development. The developer had suggested orchard fruits as a theme, but the names proposed were associated with freshwater fish. Cllr Rouse agreed to speak to ECDC tomorrow to discuss the orchard fruits theme. It was also suggested that in the future, a street could be named after John Ison, a former councillor and Mayor. Cllr Friend-Smith also suggested a butterfly theme be suggested to ECDC.

The Mayor proposed that in view of the confidential nature of the business to be transacted, regarding agenda item 15, that this 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 Every and agreed to go into Committee at the end of the meeting.

15. TO RECEIVE UPDATE REGARDING POSSIBLE TRANSFER OF TOURISM AND TOWN CENTRE SERVICES AND TO DISCUSS POSSIBLE APPOINTMENT OF FIXED CONTRACT STAFF REGARDING THE TIC

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

16. FINANCE

Members approved the following payments:-

Direct debit payments

Barclays	124.44	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	26.16	paid by direct debit
British Telecommunications	28.56	paid by direct debit
British Telecommunications	119.46	paid by direct debit
British Telecommunications	124.31	paid by direct debit
British Telecommunications	329.32	paid by direct debit
Worldpay (UK) Ltd	142.75	paid by direct debit
Total Gas & Power	27.53	paid by direct debit
Total Gas & Power	110.29	paid by direct debit
Total Gas & Power	2412.22	paid by direct debit
ESPO	64.86	paid by direct debit
ESPO	149.30	paid by direct debit
Green King Brewing & Retail Ltd	2081.42	paid by direct debit
Green King Brewing & Retail Ltd	320.76	paid by direct debit
FuelGenie	325.78	paid by direct debit
Francotyp Postalia Ltd	72.00	paid by direct debit
LEX Autolease	243.27	paid by direct debit
Barclaycard	846.11	paid by direct debit
Greene King Brewing & Retail Ltd	511.71	paid by direct debit
EE Ltd	97.10	paid by direct debit

16. Finance continued

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

Oakleigh Flooring Ltd	364.00	paid by BACS
Glass Made Art	1821.00	paid by BACS
Liquidline Ltd	100.79	paid by BACS
EPOS Now Ltd	420.00	paid by BACS
Konica Minolta Bus Sols Ltd	63.71	111375
Simon Bradley	200.00	111376
First Aid Training Services Ltd	510.00	111377
PRS for Music	3547.37	111378
CD Hood Ltd	11416.14	111379
Mrs D Willis	500.00	111380
Shefs	756.00	111396
Newmarket Hampers	2182.20	111398
Anglian Water	121.07	111397
RGP Security Services Ltd	85.80	111381
Bidfood	443.68	111395
Mrs S Bines	486.00	111400
RGP Security Services Ltd	89.70	111401

The following invoices had not been paid prior to the meeting

Warren Access	456.00	111402
Ely Museum	40.00	111403
M Rogerson Ltd	424.80	111404
Cottenham Brass Band	200.00	111405
ECDC	1494.04	111406
The RBL Poppy Appeal	44.00	111407
Argos Business Solutions Ltd	3.50	111408
Jewson Ltd	26.62	111409
CamAlarms Ltd	323.02	111410
1st Call (Hire & Sales) Ltd	67.20	111411
CPRE Cambridgeshire	40.00	111412
Allen's Skip Hire Ltd	160.00	111413
Thurlow Nunn Standen ltd	64.16	111414
Cooleraid Ltd	18.96	111415
Cambridgeshire Turf Nurseries	44.00	111417
AmeyCespa (East) Ltd	7.40	111418
Millennium Pest Control Ltd	66.00	111419
XS Platforms UK Ltd	1334.40	111420
Ensign Solutions Ltd	13.80	111421
Shefs	1500.00	111422
Trade UK	13.96	111423
Churches Fire Security Ltd	65.16	111424
Speedy Asset Services Ltd	120.00	111425
Total Gas & Power	11.52	111426
Premier Decorations Ltd	1386.00	111427
Mrs A Hayter-Smith	200.00	111428
Glasswells	838.80	111429
S Bradley	200.00	111430
Cambridge City Council	65.00	111431
Deeping Direct Deliveries	115.20	111432
Bidfood	676.21	111433
K Ellis	1988.00	111434

16. Finance continued		
Gordon Harrison	39.27	111435
Trade UK	22.54	111436
S A Events	500.00	111440
Ely Electrical Services	1500.00	111437
R Hobbs	270.19	111438
Vodafone	19.11	paid by direct debit
British Telecommunications	26.16	paid by direct debit
C D Hood Ltd	15660.18	111439

Payments relating to staff since meeting on the 25th September 2017

Salaries and wages	£16712.43
Inland Revenue (tax & NI)	£4230.38
Pension fund payments	£7440.87

Members noted and approved the bank reconciliation against the accounts for the period ending 30th September 2017